



**HOUSING AUTHORITY  
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • [www.lacdc.org](http://www.lacdc.org)



**Gloria Molina**  
**Mark Ridley-Thomas**  
**Zev Yaroslavsky**  
**Don Knabe**  
**Michael D. Antonovich**  
*Commissioners*

**Sean Rogan**  
*Executive Director*

**AGENDA  
FOR THE REGULAR MEETING OF THE  
LOS ANGELES COUNTY HOUSING COMMISSION  
WEDNESDAY, MAY 26, 2010  
12:00 NOON  
FOOTHILL VILLA  
2423 FOOTHILL BLVD.  
LA CRESCENTA, CA 91214  
(661) 255-5818**

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**1. Call to Order**

**2. Roll Call**

**Adriana Martinez, Chair**  
**Alberta Parrish, Vice Chair**  
**Henry Porter, Jr.**  
**Severyn Aszkenazy**  
**Lynn Caffrey Gabriel**  
**Zella Knight**  
**Mary Lou Leggett**

**3. Reading and Approval of the Minutes of the Previous Meeting**

Regular Meeting of April 28, 2010

**4. Report of the Executive Director**

**5. Public Comments**

The public may speak on matters that are within the jurisdiction of the Housing Commission. Each person is limited to three minutes.

**Regular Agenda**

**6. Approve Trash Removal Contract for the Mary B. Henry Community Clinic and 47 Housing Authority Housing Developments in Unincorporated Los Angeles County (All Districts)**

Recommend that the Board of Commissioners award and authorize the Executive Director to execute and if necessary terminate a one-year contract in the amount of \$318,600 to Apex Waste Systems, Inc. to provide trash removal services at 47 housing developments and the Mary B. Henry Community Clinic, using funds to be requested through the Housing



Authority's Fiscal Year 2010–2011 annual budget approval process; and authorize the Executive Director to execute contract amendments to add or delete sites, modify the scope of work, and increase the compensation by up to \$31,860 for unforeseen needed trash removal services and/or any increases in the Sanitation District's Dumping Fees, using the same source of funds, following approval as to form by County Counsel; and authorize the Executive Director to execute amendments to the one-year contract, following approval as to form by County Counsel, to extend the term for a maximum of four additional years, in one-year increments, at the same annual amount of \$318,600 plus an escalation percentage equal to the Consumer Price Index (CPI) for the County of Los Angeles determined by the U.S. Bureau of Labor Statistics, but no more than 5% annually, using funds to be requested through the Housing Authority's annual budget approval process. (APPROVE)

7. **Approve the Amendment to the Section 8 program Administrative Plan for the Housing Authority of the County of Los Angeles (All Districts)**

Recommend that the Board of Commissioners approve the amended Administrative Plan, as required by the U.S. Department of Housing and Urban Development (HUD), to update the Housing Authority's policies in the Section 8 Program Administrative Plan. (APPROVE)

8. **Approve to Amend Staff Training Contracts for the Housing Authority of the County Of Los Angeles (All Districts)**

Recommend that the Board of Commissioners approve and authorize the Executive Director to amend Staff Training Contracts with Nan McKay and Associates, Inc. and Quadel Consulting Corporation to increase the annual contract sum from \$50,000 to \$100,000 per contract, using \$50,000 in Capital Fund Program (CFP) Funds and \$50,000 in Housing Choice Voucher (Section 8) Program funds allocated by the U.S. Department of Housing and Urban Development (HUD); and authorize the Executive Director to execute all necessary administrative amendments to the one-year Contracts and if necessary terminate the Contracts, following approval as to form by County Counsel, to among other things extend the term of the Contracts for a maximum of four additional years, in one-year increments, at the same annual sum of \$100,000 per contract, and to increase the compensation by up to ten percent to cover any additional unforeseen needed staff training, using funds to be approved through the Housing Authority's annual budget process. (APPROVE)

9. **Approve the Procurement and Contracting Policies and Procedures Manual for the Community Development Commission and Housing Authority of the County of Los Angeles (All Districts)**

Recommend that the Board of Commissioners approve the Procurement and Contracting Policies and Procedures Manual for the Community Development Commission and Housing Authority. (APPROVE)

**10. Adopt Resolution Authorizing the Refunding of Multifamily Housing Mortgage Revenue Bonds for Rowland Heights Apartments in Unincorporated Rowland Heights (Fourth District)**

Recommend that the Board of Commissioners adopt and instruct the Chair to sign a resolution authorizing the issuance, sale and delivery of Multifamily Housing Mortgage Revenue Refunding Bonds by the Housing Authority of the County of Los Angeles, as required under Section 147(f) of the Internal Revenue Code of 1986, in an aggregate amount not to exceed \$7,690,000 in tax-exempt and \$2,150,000 in taxable bonds to refund prior bonds and to finance additional rehabilitation of the Rowland Heights Apartments. (APPROVE)

**11. Construction Contract for the Carmelitos Kitchens and Bathrooms Rehabilitation and Smoke Detectors Replacement Project (Fourth District)**

Recommend that the Board of Commissioners award and authorize the Executive Director to execute and if necessary terminate a contract with Dan Contractor to complete interior rehabilitation for the Carmelitos housing development, using \$175,900 in Capital Fund Program (CFP) funds allocated by the U.S. Department of Housing and Urban Development (HUD) and included in the Housing Authority's approved Fiscal Year 2009-10 budget for this purpose; and authorize the Executive Director to approve contract change orders not to exceed \$35,180 for unforeseen project costs, using the same source of funds. (APPROVE)

**12. Housing Commissioners Comments and Recommendations for Future Agenda Items**

Housing Commissioners may provide comments or suggestions for future Agenda items.

**13. Notice of Closed Session**

The Housing Commission will adjourn to Closed Session to discuss Housing Authority litigation matters.

Copies of the preceding agenda items are on file and are available for public inspection between 8:00 a.m. and 5:00 p.m., Monday through Friday, at the Housing Authority's main office located at 2 Coral Circle in the City of Monterey Park. Access to the agenda and supporting documents is also available on the Housing Authority's website.

Agendas in Braille are available upon request. American Sign Language (ASL) interpreters, or reasonable modifications to Housing Commission meeting policies and/or procedures, to assist members of the disabled community who would like to request a disability-related accommodation in addressing the Commission, are available if requested at least three business days prior to the Board meeting. Later requests will be accommodated to the extent possible. Please contact the Executive Office of the Housing Authority by phone at (323) 838-5051, or by e-mail at [marisol.ramirez@lacdc.org](mailto:marisol.ramirez@lacdc.org), from 8:00 a.m. to 5:00 p.m., Monday through Friday.

THE HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES  
MINUTES FOR THE REGULAR MEETING OF THE  
LOS ANGELES COUNTY HOUSING COMMISSION

Wednesday, April 28, 2010

The meeting was convened at the Housing Authority's main office located at:  
2 Coral Circle, Monterey Park, California.

Digest of the meeting. The Minutes are being reported seriatim. A taped record is on file at the main office of the Housing Authority.

The meeting was called to order by Chair Adriana Martinez at 12:05 p.m.

<b><u>ROLL CALL</u></b>	<b><u>Present</u></b>	<b><u>Absent</u></b>
Adriana Martinez, Chair	X	
Alberta Parrish, Vice Chair	X	
Severyn Aszkenazy	X	
Lynn Caffrey Gabriel		X
Henry Porter	X	
Zella Knight	X	
Mary Lou Leggett	X	

**PARTIAL LIST OF STAFF PRESENT:**

Dorian Jenkins, Assistant Executive Director, Housing Programs  
Bobbette Glover, Assistant Executive Director  
Maria Badrakhhan, Director, Housing Management  
Darlene Aikens, Acting Director, Assisted Housing

**GUESTS PRESENT:**

No guests were in attendance

**Reading and Approval of the Minutes of the Previous Meeting**

On Motion by Commissioner Knight, seconded by Commissioner Porter (with the correction that the firm name of Nan McKay be changed to McKay Management), the Minutes of the Regular Meeting of March 24, 2010, were approved. Commissioners Parrish, Martinez and Leggett abstained.

On Motion by Commissioner Porter, seconded by Commissioner Knight, the Minutes of the Regular Meeting of February 24, 2010, were approved.

#### **Agenda Item No. 4 – Report of the Executive Director**

Mr. Dorian Jenkins presented the following report:

Information about the County Quality and Productivity Commission's Leadership Conference was distributed to the Housing Commissioners.

An update on Ujima Village was distributed to the Commissioner. The one remaining tenant has given notice that she will vacate at the end of the week. Fencing will be installed around the perimeter after she has vacated.

Housing Authority staff recently met with various advocacy groups and with the Board Deputies regarding changes to the Administrative Plan. A decision has been reached not to return to the Board to request changes relating to: 1) extending the "look back" period; and 2) terminating program participation based on missed appointments and failure to provide documentation.

#### **Public Comments**

There were no public comments.

#### **Concurrence Agenda**

**On Motion by Commissioner Severyn Aszkenazy, seconded by Commissioner Porter, and unanimously carried, the Housing Commission concurred with Board approval of Agenda Item Nos. 6 through 9, described below:**

**6. Concur with Approval of Janitorial Services Contract (All Districts)**

Concur with the Board of Commissioners' action to award and authorize the Executive Director to execute and, if necessary, terminate a one-year contract, in the amount of \$412,943, with Diamond Contract Services, Inc. for janitorial services at eighteen housing developments, the South County main office, and two Housing Authority administrative buildings; authorize the Executive Director to use for this purpose \$68,823 included in the approved Housing Authority's approved Fiscal Year 2009-10 budget and \$344,120 to be requested through the Housing Authority's Fiscal Year 2010-11 annual budget approval process; authorize the Executive Director to execute amendments to the contract, following approval as to form by County Counsel, to extend the term for a maximum of four additional years, in one-year increments, with an annual compensation of \$412,943 plus a cost of living increase not to exceed the Consumer Price Index (CPI) for the County of Los Angeles as determined by the U.S. Bureau of Labor Statistics, using funds to be requested through the Housing Authority's annual budget approval process; authorize the Executive Director to amend the contract to add or delete sites, modify the scope of work, and increase the annual compensation by 10 percent for unforeseen project costs. (CONCUR)

**7. Concur with Approval of Construction Contract for the South Scattered Sites Rehabilitation Project (District 2)**

Concur with the Board of Commissioners' action to award and authorize the Executive Director to execute and, if necessary, terminate a contract in the amount of \$126,300 with Dan Contractor, to complete interior rehabilitation work at six housing units located throughout unincorporated South Los Angeles, following approval as to form by County Counsel; authorize the Executive Director to use up to \$126,300 in Capital Fund Program (CFP) funds allocated by the U.S. Department of Housing and Urban Development (HUD) and included in the Housing Authority's approved Fiscal Year 2009-10 budget for this purpose; authorize the Executive Director to approve contract change orders not exceeding \$25,260 for unforeseen project costs, using the same source of funds. (CONCUR)

**8. Concur with Adoption of a Resolution Accepting the Voluntary Transfer of Housing Choice Vouchers from the Housing Authority of the City of Paramount to the Housing Authority of the County of Los Angeles (All Districts)**

Concur with the Board of Commissioners' action to adopt and instruct the Chair to sign a resolution agreeing to the proposed voluntary transfer of Section 8 Housing Choice Vouchers and corresponding budget authority from the City of Paramount to the Housing Authority; and authorize the Executive Director to submit the resolution and all related documents to the U.S. Department of Housing and Urban Development (HUD). (CONCUR)

**9. Concur with the Incorporation of Housing Assistance Payments Funds into the Housing Authority's Approved Fiscal Year 2009-2010 Budget**

Concur with the Board of Commissioners' action to authorize the Executive Director to incorporate into the Housing Authority's approved Fiscal Year 2009-10 budget an additional \$18,000,000 in Housing Assistance Payments received from the U.S. Department of Housing and Urban Development (HUD) as a result of the increased leasing by Section 8 Program participants. (CONCUR)

**Regular Agenda**

**On Motion by Commissioner Knight, seconded by Commissioner Porter, and unanimously carried, the following was approved by the Housing Commission:**

**APPROVE THE HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES'  
FISCAL YEAR 2010 – 2011 BUDGET (ALL DISTRICTS)  
AGENDA ITEM NO.10**

1. Recommend that the Board of Commissioners adopt and instruct the Chair to sign a Resolution (Attachment A) approving the Housing Authority's Fiscal Year 2010-2011 Budget (Budget), which includes revenues and expenditures of \$326,241,300.

2. Recommend that the Chair sign the related Transmittal Resolution (Attachment B) certifying submission of the Budget to the U.S. Department of Housing and Urban Development (HUD).
3. Recommend that the Board of Commissioners adopt and instruct the Chair to sign a Resolution (Attachment C) approving the cost allocation model developed in conjunction with the Housing Authority's external auditors, Klynveld Peat Marwick Goerdeler (KPMG), in April 2002.
4. Recommend that the Board of Commissioners instruct the Executive Director to implement the Budget and take all related actions, including execution of all required documents, for the purposes described herein, following approval as to form by County Counsel.
5. Recommend that the Board of Commissioners find that the approval of the Budget is not subject to the California Environmental Quality Act (CEQA), as described herein, because the activities are not defined as a project under CEQA.

**On Motion by Commissioner Aszkenazy, seconded by Commissioner Knight, and unanimously carried, the following was approved by the Housing Commission:**

APPROVE THE RECEIPT OF FAMILY SELF-SUFFICIENCY (FSS)  
COORDINATOR GRANT FUNDING FOR THE HOUSING AUTHORITY OF THE  
COUNTY OF LOS ANGELES (ALL DISTRICTS)  
AGENDA ITEM NO.11

1. Recommend that the Board of Commissioners authorize the Executive Director to accept \$204,000 in FSS Coordinator Grant funding from the U.S. Department of Housing and Urban Development (HUD), and to incorporate up to \$102,000 of these funds into the Housing Authority's approved Fiscal Year 2009-2010 budget.
2. Recommend that the Board of Commissioners find that the receipt and incorporation of funds is not subject to the California Environmental Quality Act (CEQA) because the action is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

**On Motion by Commissioner Aszkenazy, seconded by Commissioner Martinez, and unanimously carried, the following was approved by the Housing Commission:**

ADOPT A RESOLUTION ACCEPTING THE VOLUNTARY TRANSFER OF  
HOUSING CHOICE VOUCHERS FROM THE HOUSING AUTHORITY OF THE  
CITY OF LAWDALE TO THE HOUSING AUTHORITY OF THE COUNTY OF  
LOS ANGELES (ALL DISTRICTS)  
AGENDA ITEM NO.12

1. Adopt and instruct the Chair to sign a resolution agreeing to the proposed voluntary transfer of Section 8 Housing Choice Vouchers and corresponding budget authority from the City of Lawndale to the Housing Authority; and authorize the Executive Director to submit the resolution and all related documents to the U.S. Department of Housing and Urban Development (HUD).
2. Find that the transfer of Section 8 Housing Choice Vouchers is not subject to the provisions of the California Environment Quality Act (CEQA) because the action is not defined as a project under CEQA.

**ITEM NO. 13 – TO BE CONTINUED AT THE NEXT HOUSING COMMISSION MEETING SCHEDULED FOR WEDNESDAY, MAY 26, 2010.**

**On Motion by Commissioner Aszkenazy, seconded by Commissioner Knight, and unanimously carried, the following was approved by the Housing Commission:**

APPROVE THE PURCHASE OF SIX VEHICLES FOR SECTION 8  
HOUSING CHOICE VOUCHER PROGRAM UTILITZING AN ESTABLISHED  
COUNTY PURCHASE AGREEMENT (ALL DISTRICTS)  
AGENDA ITEM NO.14

1. Authorize the Executive Director to execute a purchase order and all other necessary documents with D. Longo Inc., a vendor qualified by the County's Purchasing Agent, for the purchase of six vehicles for the Section 8 Housing Choice Voucher Program, using \$154,906 in Fleet Services Revenue which will be charged to the Section 8 Program.
2. Find that the purchase of vehicles is not subject to the provisions of the California Environment Quality Act (CEQA) because the activity is not defined as a project under CEQA.

**On Motion by Commissioner Parrish, seconded by Commissioner Porter, and unanimously carried, the following was approved by the Housing Commission:**

APPROVE THE ACCEPTANCE OF COMMUNITY DEVELOPMENT  
BLOCK GRANT FUNDS FOR PROJECTS IDENTIFIED IN THE 2010-2011  
ACTION PLAN FOR THE ALLOCATION OF FEDERAL FUNDS (ALL DISTRICTS)  
AGENDA ITEM NO.15



1. Find that the acceptance of Fiscal Year 2010-2011 Community Development Block Grant (CDBG) funds from the Community Development Commission (Commission) is not subject to the provisions of the California Environmental Quality Act (CEQA), because it is not defined as a project under CEQA.
2. Authorize the Housing Authority to accept from the Commission an estimated \$1,411,000 in Fiscal Year 2010-2011 CDBG funds, and to continue administration of \$1,645,089 in prior year CDBG funds, which will be requested for incorporation into the Housing Authority's Fiscal Year 2010-2011 budget through the Housing Authority's annual budget approval process, subject to final notification of approval by the U.S. Department of Housing and Urban Development (HUD).

**On Motion by Commissioner Knight, seconded by Commissioner Porter, and unanimously carried, the following was approved by the Housing Commission:**

APPROVE THE REVISED HOUSING COMMISSION BYLAWS  
AGENDA ITEM NO.16

1. Recommend that the Board of Commissioners approve the revised Housing Commission Bylaws to add recent amendments to the County Code, incorporate four previously adopted policies and make minor editorial changes.

**Agenda Item No. 17 – Housing Commissioner Comments and Recommendations for Future Agenda Items**

Commission Porter asked why fines are being imposed for the late return of Form 700, distributed by the County offices. He is concerned that the forms were being sent without sufficient time to complete and return by the due date. His was received after the deadline, and he would like know why they were not sent out in a timely manner.

Commissioner Parrish complimented and thanked staff for the opportunity to attend the NAHRO conference. She also thanked the County for its assertiveness in regard to the Housing Authority and commitment to transforming it into a much better organization.

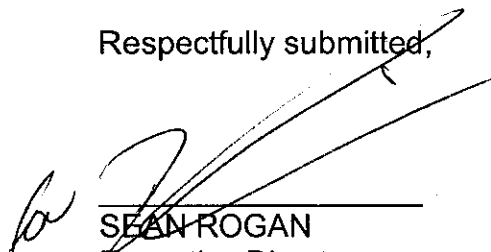
Commissioner Aszkenazy shared that he and Commissioner Knight carpooled and encouraged the other Commissioners to do the same.

Commissioner Martinez attended the NAHRO Conference and felt that it was a great experience. She thanked staff for their assistance.

Commissioner Porter thanked Bobbette Glover for all the updates and newspaper articles. He is very happy to receive all of the information.

On Motion by Commissioner Porter the Regular Meeting of April 28, 2010, was adjourned at 1:15 pm.

Respectfully submitted,



SEAN ROGAN  
Executive Director  
Secretary -Treasurer

# **NEWS ARTICLES**

## Section 8 office now full-service

*This story appeared in the Antelope Valley Press  
Wednesday, May 19, 2010.*

**By CRAIG CURRIER**  
**Valley Press Staff Writer**

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PALMDALE - As the number of Section 8 rental subsidy recipients climbs back toward 4,000 in the Antelope Valley, Los Angeles County's Housing Authority officials have added employees to their Palmdale office and changed its designation from a satellite facility to a full-service center for the agency.

Dorian Jenkins, the Housing Authority's assistant executive director, said 12 employees were hired or shifted from within to the Antelope Valley office - nearly doubling the staff's size - including 11 case managers who will handle all 3,800 Section 8 contracts in the area.

Section 8 is a federally funded housing assistance program that helps households pay their rent. Funding for the program comes from the U.S. Department of Housing and Urban Development, but the program is operated by the county's Housing Authority.

"As the number of clients grew in the Antelope Valley, that made it difficult for us to administer those contracts, being that was only a satellite office up there," Jenkins said. "We needed a full-service office to meet the needs of the Antelope Valley."

In the past, residents could walk in to the Housing Authority's east Palmdale Boulevard building and ask a question, but typically it could be answered only by a staff member in Santa Fe Springs, causing delays and confusion.

When Jenkins and Executive Director Sean Rogan were appointed to their respective positions about a year ago, the program had problems that needed immediate attention, Jenkins said.

At the top of the list was improving the agency's rating with the federal government, which is calculated annually by HUD using reports from individual housing authorities.

HUD scores agencies on 15 areas, such as whether the agency is making sure voucher holders are paying the correct amount of rent.

Performing these re-examinations after their due dates had been a chronic problem for the Housing Authority since at least 2005. For the 2005-06 fiscal year, Los Angeles County's Housing Authority fell from standard to troubled status in the ranking system, and the agency's ranking tumbled even farther in 2006-07.

Officials began implementing a corrective action plan in 2007-08, Jenkins said, but a standard rating was not regained until the end of the 2008-09 fiscal year.

Section 8 gives low-income families help paying their rent. Recipients pay about 30% of their income toward rent, with a federal voucher covering the rest.

Voucher holders' income must be verified every year to ensure they are paying their share and that the federal voucher is for the correct amount.

In their annual reports to HUD, housing agencies get a certain number of points if they perform at least 90% of re-examinations on time and more points if they perform at least 95% on time.

The Los Angeles County Housing Authority, however, was hitting the mark on as few as 57% of re-examinations, which contributed to the poor rating.

To help catch up with the work, the county contracted an outside agency to complete more than 7,000 examinations. Jenkins said performing those re-examinations on time has become the primary focus of his staff.

"At this point we're completely caught up, and we have been for some time," Jenkins said. "We needed to contract out those re-examinations to get us to a point where we could manage the program going forward."

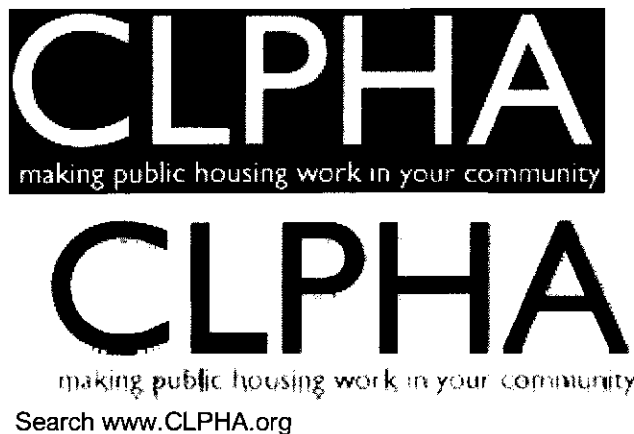
During a time when budgets are being slashed overwhelmingly across the nation, Jenkins said the Housing Authority is increasing its spending on the Section 8 program by approximately \$5 million in 2010-11, with its budget climbing to \$260 million. Much of that additional money will be spent on staffing and servicing the Palmdale office, he said.

"It's going to go a long way in improving our service to everyone in the Antelope Valley," he said.

Additionally, Jenkins said the Housing Authority is 99.8% complete with all its re-examinations, a rate that reaches HUD's highest level.

Housing Authority officials continue to review their work, though, and Jenkins said improving customer service to all residents of the Antelope Valley is among the top priorities for the upcoming fiscal year.

ccurrier@avpress.com

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CLPHA Testifies on Public Housing Reform Bills

Keith Kinard, CLPHA Board Member and Executive Director of the Newark Housing Authority, represented CLPHA before the House Financial Services Subcommittee on Housing and Community Opportunity and told a tale of two public housing developments. The occasion was a hearing convened by Subcommittee Chairwoman Maxine Waters D-CA) to consider two legislative discussion drafts, the “Public Housing One-for-One Replacement and Tenant Protection Act of 2010” and the “Public Housing Preservation and Rehabilitation Act of 2010.”

The first witness panel consisted solely of Sandra Henriquez, HUD Assistant Secretary for Public and Indian Housing, who testified about the need in the current fiscal environment to identify non-federal funds to help preserve existing affordable housing. She noted in her testimony that “an affordable housing project can limp along for some time with piecemeal, ad hoc strategies to address its accumulating repair needs, but eventually the building will reach a “tipping point” where its deterioration becomes rapid, irreversible and expensive.”

She also cited the need to “establish ground rules for the redevelopment of public housing,” pointing out that through HOPE VI, demolition and disposition, conversion to Section 8 Vouchers, etc, more than 10,000 public housing units are lost every year.

She stressed that the Administration sees one-for-one replacement as “the default position,” pointing out its inclusion in the Choice Neighborhoods legislation and saying it would also be reflected in the coming Transforming Rental Assistance (TRA) bill legislation.

Under questioning, Henriquez emphasized that HUD “supports the intent of one-for-one replacement.” She said “hard decisions had to be made” in explaining the department’s justification for reducing the funding request to \$2.044 billion for FY2011 from \$2.5 billion in FY2010 for the Public Housing Capital Fund and that the recovery act stimulus funding also went into their budget calculations. Rep. Steve Driehaus (D-OH) questioned whether the one-for-one replacement provisions in the bill draft were too restrictive and whether

flexibility for proceeding with one-for-one replacement should be best left up to the housing authority or HUD.

The second panel included CLPHA board members Keith Kinard, Executive Director of the Newark Housing Authority, and Anthony O'Leary, Executive Director of the Akron Metro Housing Authority. Kinard testified on CLPHA's behalf.

He began by saying "there are no greater champions of public housing" than Subcommittee Chairwoman Maxine Waters and Committee Chairman Barney Frank, and that "I and my colleagues are indebted to you."

He told the committee that some of the problems the draft legislation attempts to address "are the result of very early efforts of public housing redevelopment and do not accurately reflect what is happening today when public housing authorities redevelop a property. Unfortunately, I believe that without major modifications, or large new sources of federal funding, the one-for-one legislation would negatively impact the very residents it is seeking to protect."

"At first glance, NHA may seem like we've been doing exactly what you want to stop. Since 2005, NHA has received approval for 1,032 units to be demolished at four different developments. However, to date, we have only demolished 106. Since I arrived at Newark in 2006, we have built and occupied 398 units of affordable housing, including 263 units of new public housing. I currently have another 226 units in development of which 69% may qualify as replacement housing in this legislation. We also created long term affordable housing by issuing several hundred project-based vouchers to private developers who have built or rehabbed over 600 units.

"I have plans and hopes of building another 1,500 units but we have development gaps of over \$125 million dollars and that scenario assumes that NHA wins 9% tax credits for every application submitted. I just heard that both of our latest applications did not receive tax credits which will make the gaps even larger. This bill as drafted would increase the number of units that NHA would have to build and make it even more difficult to build affordable housing. As currently drafted, I am not even sure that NHA would be able to build units in our jurisdiction and stay in compliance with the guidelines related to areas of low concentration of poverty."

He illustrated his points with a compelling 'tale of two developments,' Felix Fuld and Seth Boyden. The former, with physical needs of \$41 million, high operating and repair costs, was no longer viable under asset-based management rules.

"When I announced that NHA wanted to demolish Felix, the residents actually applauded." Surprised by the reaction, Kinard said they "knew this was the right thing to do." He promised them they would go somewhere better in the short and long term. In addition to serving all the residents, the authority was able to move 100 families off the housing choice voucher waiting list.

The second development, described as having at least as many problems as Felix Fuld, highlights how the proposal would actually make things worse for residents.

"The residents at Seth Boyden ask me when will they get to move to something better, like the residents of Felix. I would love to let them move. However, I cannot get people to accept offers of housing there. So units stand vacant. I want to move forward and promise these residents something better, but I have nothing to offer right now. NHA has deferred capital needs of over \$500 million across our portfolio. We cannot afford to even demolish everything that has been approved for demo. This bill, if passed, would not help the residents of Seth, it would condemn them to staying as the units continue to get worse. These are the kind of decisions that public housing authority executive directors have had to make across the country."

Chairwoman Waters and other members spoke of their concern for the loss of affordable public housing hard units, which—in part—prompted the drafting of the proposed legislation. Waters questioned whether public housing authorities simply wanted the tools and funding mechanisms offered by the bills to revitalize their housing to make it more attractive to a higher income resident or to turn it over to private market rent

developers. Waters closed the hearing by declaring, “public housing will not be privatized on my watch, it will not be done!”

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Council of Large Public Housing Authorities

455 Massachusetts Ave, NW, Suite 425, Washington, DC 20001 – 202-638-1300



## *NAHRO Sends Second Comment Letter to HUD on TRA*

On May 4, NAHRO transmitted a letter to HUD Secretary Shaun Donovan with detailed comments on the Department's revised Transforming Rental Assistance (TRA) proposal. Senior HUD officials first unveiled details of the Department's revised TRA proposal in March during a special session at NAHRO's Legislative Conference. HUD then issued a "discussion draft" summarizing the proposal, and senior HUD officials have since made a series of presentations on this revised proposal at industry meetings across the country. In addition to providing feedback on the proposal, NAHRO's May 4 letter emphasizes the association's support for the continuation of the existing public housing program, and reiterates that NAHRO will not support any conversion proposal unless conversions are entirely voluntary at the option of the owner. In addition, the letter expresses NAHRO's belief that funding levels for units remaining in the public housing stock should not be diminished in order to provide funds to converted units.

NAHRO's comments hinge on the premise that preservation of the physical asset should be the ultimate goal of TRA and that other policy goals should not be allowed to detract from or compete with this focus. Furthermore, policy initiatives that do not directly relate to preservation should not be used as incentives for participation in TRA.

NAHRO has long believed that multiple conversion options should be offered in order to give PHAs a range of tools to meet their local needs and priorities. Unlike the initial TRA proposal, which envisioned converting all projects to a form of assistance based on Section 8 Project-Based Vouchers (PBV), the revised proposal includes options based on the PBV model as well as a new program under Section 8 that will be called Project-Based Contracts (PBC). However, because only "small" and partially-assisted properties will be eligible to convert to PBV, the great majority of properties will still have only one option.

A major focus of the letter was the form which the new PBC program will take. NAHRO is concerned that HUD has not clarified its intent with regards to key features such as rent-setting and regulatory frameworks. Through conversations with HUD, it has become increasingly clear that the PBC program will not bridge the gap between projects that were formerly public housing and those that were formerly assisted under other HUD Multifamily programs. Instead, the isolation of the former public housing units would continue as they continue to receive smaller subsidies and face larger regulatory burdens than converted multifamily projects.

NAHRO also expressed concerns about the adequacy of funding under the new PBC program. While adequate funding is certainly necessary for the ongoing maintenance and operations of the property, it is also necessary to achieve the goal of leverage. Rents must be sufficient to support the necessary debt to modernize the property, as well as to capitalize replacement reserves for future capital needs. Additionally, the terms of the contract must be palatable to lenders, including sufficient assurances against the possibility of future downward pro-rations.

The Resident Choice Option is another area of great concern to NAHRO. Public housing residents currently have equal access to Housing Choice Voucher waiting lists relative to all other eligible households. NAHRO does not support the creation of an additional preference. As detailed in the letter, providing an exit voucher to residents of converted properties could destabilize those communities, increase costs, deter lenders and significantly increase the time that currently unassisted households must wait before receiving a voucher.

NAHRO also highlighted several areas in which further details are needed. The current proposal leaves significant questions about how exit vouchers would be funded, what administrative and oversight roles in the new program would look like, and what form future phases of TRA would take.

In light of these concerns, the letter emphasizes NAHRO's continued advocacy for its own conversion proposal. This proposal provides for a conversion option that would allow PHAs to voluntarily convert projects to the existing Section 8 Project-Based Rental Assistance (PBRA) program. PBRA has an established record of success as a preservation program, providing owners and lenders with the resources and security to recapitalize properties for their long-term use as affordable housing.

The full text of NAHRO's May 4 letter, as well as all of NAHRO's previous coverage of HUD's TRA proposal, can be found on NAHRO's TRA Resource Center at [www.nahro.org/tra.cfm](http://www.nahro.org/tra.cfm).

## **County readies for drastic cuts**

By Troy Anderson, Staff Writer

Posted: 05/12/2010 08:08:13 PM PDT

Updated: 05/12/2010 09:36:00 PM PDT

Los Angeles County officials should prepare for even more drastic budget cuts next year than they had expected after Gov. Arnold Schwarzenegger releases his revised state budget Friday, county CEO Bill Fujioka said Wednesday.

Already making deep cuts to close a \$511 million shortfall in the 2010-11 budget, officials say the county could lose as much as \$1.5 billion in revenues under Schwarzenegger's proposed budget, potentially triggering unprecedented cuts in public services.

"The governor's office is speaking of horrible cuts," Fujioka said during a county budget hearing.

"As we stated in earlier meetings, we are looking at some very, very significant cuts as a consequence of the governor's proposed budget.

"But the tone and tenor of his comments (at a recent press briefing) speaks to even worse."

As part of efforts to close a \$20 billion budget shortfall, Schwarzenegger proposed earlier this year to virtually eliminate the In-Home Supportive Services program, which serves about 180,000 seniors and disabled people in the county.

The governor also proposed massive cuts in the CalWORKS welfare program, which provides monthly welfare checks to about 400,000 county residents. The governor said the only way those cuts could be averted is if the federal government provided the state with \$6.9 billion.

Schwarzenegger spokesman Aaron McLearn said the federal government is providing the state with a "good portion" of that money, but not all of it. He declined to say how much the state would get.

"The governor is not going to propose increasing taxes so we are going to be looking at some very difficult cuts," McLearn said. "These are terrible cuts. These are going to be very difficult cuts, but we can only spend money we have. Revenues didn't come in as projected.

"The Legislature only solved \$1.3 billion of the \$20 billion problem so we have a long way to go."

During the budget hearing, board Chair Gloria Molina said the county is dependent on the state for a large share of its revenues. She said she looked forward to the report Fujioka would release early next week detailing the impact of the governor's revised budget on

county services.

"Hopefully, we can find ways to increase efficiencies and protect all our employees," Molina said. "We don't need to add to the unemployment rate, but at the same time we are going to have some tough sledding."

Fujioka last month released the county's proposed \$22.7 billion budget, calling for reduced hours at public libraries, consolidation of services at health clinics, the closure of a jail at the Pitchess Detention Center in Castaic and reducing sheriff's overtime costs.

But Supervisor Zev Yaroslavsky said the county's proposed budget includes several components that may not pan out, including an assumption that the federal government would provide the county with a \$137 million "hospital provider fee."

"There are a number of assumptions in the budget that may or may not pan out," Yaroslavsky said. "Hopefully our assumptions are 100 percent accurate, but if they are not it's going to be another hit to us even from what we assumed, not to mention what the state may do."

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**FOR YOUR INFORMATION**

**Housing Authority - County of Los Angeles**

FOR YOUR INFORMATION ONLY

May 20, 2010

TO: Housing Commissioners

FROM: Dorian Jenkins, Assistant Executive Director

**SUBJECT: RESPONSE TO TRASH REMOVAL INQUIRIES**

At the Housing Commission meeting on Wednesday, April 28, 2010, several questions were asked regarding the Trash Removal Services Contract. Please review the attached document for a detailed response on each inquiry.

May 18, 2010

TO: Dorian Jenkins, Assistant Executive Director

Emilio Salas, Director   
Administrative Services Division

FROM: Ben R. Martinez, Manager   
Central Services Unit

**SUBJECT: HOUSING COMMISSION QUESTIONS/ANSWERS REGARDING  
TRASH REMOVAL SERVICES CONTRACT**

At the April 28<sup>th</sup> meeting of the Housing Commission, the Commissioners requested information regarding the trash removal services contract. Please see the following responses:

**1. Noise factor - is there a time frame for services stated in the contract (start and end time during the work day)?**

*Under **Section 3.1** of the Statement of Work (SOW) states "The Contractor shall provide trash removal services at all Housing Authority locations identified on Exhibit 1, Specifications."*

*Exhibit 1, Specifications outlines the days and times the contractor will provide the services to each location.*

**2. CPI issues -**

**A. Is there an escalation cost percentage of the CPI? (The contractor should know what they can expect in an increase).**

*Yes, the Contract will outline the condition of the compensation increase based on the CPI for the Los Angeles area.*

*The following language will be incorporated into the Fee Schedule:*

*"The Contractor's fees for the first year contract term shall be firm and fixed, for years two (2) through five (5) of the contract, fees may be subject to a proportional increase in an amount equal to the percentage change in the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) for the Los Angeles Region based on the most recently published percentage, not to*

*exceed five (5) percent, for the twelve (12)-month period preceding the then-current contract anniversary date.*

*If the Contract fees are subject to a proportional increase, the Contractor shall submit a written request for an increase in an amount equal to the CPI-W for the Los Angeles Area to the Commission. A copy of the most recent published percentage CPI-W for the Los Angeles Area must be attached to the letter. This letter must be received by the Commission forty-five (45) days prior to the contract expiration date."*

**B. Are the dump fees included?**

*No, if we are referring to the County's Landfill Fee increases. These fees are included in the contingency allocation.*

**C. Will we be looking at estimating the cost based on CPI annually? (Is it stipulated in the contract that we are giving them a percentage of the CPI or are we giving them what the CPI is?)**

*Yes, increase will be capped at 5% regardless of the CPI increase (currently at 1.9%). Yes, it will be stipulated in the contract that it may be subject to an annual increase based on the most current CPI at the time of amending. The vendor's contract will be increased annually, by the published CPI amount at contract renewal.*

**D. How did we arrive at a CPI of 1.8%, if the government CPI is at 0.08-%.**

*The 1.8% CPI discussed in the meeting refers to the All Items Consumer Price Index in the Los Angeles-Riverside-Orange County, CA area for the month of January 2010. (Overall prices advanced through March 2010 at 1.9%) Commissioner Porter is referring to the Consumer Price Index for Urban Workers nationally. The Social Security Administration uses a different basis in calculating the increase for automatic cost of living adjustments (COLA) for Social Security and Supplemental Security Income benefits (See attachment). Both CPIs come from the same source, U.S. Department of Labor, Bureau of Labor Statistics (See attachments).*

**E. Was a fuel surcharge index included in the contract?**

*No, it is included in the compensation increase using the CPI.*

**3. Is there a schedule for service and sanitation of the dumpsters?**



*In addition, **Section 3.12** states that "The Contractor's driver shall carry appropriate paint to remove graffiti as soon as it appears on the bins. The Contractor shall provide the paint to the Housing Authority staff for graffiti removal."*

**4. In the RFP, did we indicate that we would want vehicles using alternative fuel?**

*No.*

**5. Is there a recycling program included with the contract?**

*No. However, this company recycles all refuse collected, through methods employed at its collection plants.*

**6. In the contract is there a schedule of value included (example: set price of a container including the maintenance on the wear and tear of the dumpsters)?**

*There is no extra cost in the Contract for the provision or maintenance of trash bins.*

**7. What is unforeseen cost, 10% contingency?**

*Periodically, there could be extra charges for additional pick up of extraordinary items or excess trash, or for temporary use of additional trash bins.*

# **STATEMENT OF WORK FOR TRASH REMOVAL SERVICES**

## **1.0 SCOPE OF WORK**

### **General Background**

The Housing Authority (Housing Authority) of Los Angeles is the County's affordable housing and community development agency. The Housing Authority help strengthen neighborhoods, empower families, support local economies, and promote individual achievement. The Housing Authority maintains many administrative buildings and 72 housing developments that include over 3,600 residential units within the County of Los Angeles.

## **2.0 GENERAL REQUIREMENTS**

- 2.1.** The Contractor shall provide qualified personnel with five years of experience to perform all work in accordance with this Statement of Work.
- 2.2.** The Contractor shall provide a qualified Project Manager with a local office.
- 2.3.** The Contractor shall provide lead personnel that can communicate in English.

## **3.0 SPECIFIC REQUIREMENTS**

- 3.1** The Contractor shall provide trash removal services at all Housing Authority locations identified on Exhibit 1, Specifications.
- 3.2** The Contractor shall provide the required number of bins in good condition at all Housing Authority locations identified on Exhibit 1, Specifications.
- 3.3** The Contractor shall photograph each of the trash enclosures and adjacent areas at all pick up locations and submit to the Housing Authority prior to the initial scheduled service.
- 3.4** The Contractor will pay any repair costs due to damage cause by Contractor's staff such as crushed trash area doors, damaged stucco, pavement in parking areas, trash enclosure walls, etc.

- 3.5 The Contractor shall not use trucks larger than 37 cubic yards in capacity to drive on Housing Authority property.
- 3.6 The Contractor shall provide Scout Services to pick up bins at locations identified in Exhibit 1, Specifications.
- 3.7 The Contractor shall adhere to the schedule agreed to by the Housing Authority at the start of the Contract.
- 3.8 The Contractor shall contact the Maintenance//Facilities Supervisor for any alternate trash pick-ups should a holiday fall on trash pick-up day. Contractor must notify the Maintenance Supervisor no later than 9:00 a.m. prior to the holiday for approval for alternate trash pick-ups.
- 3.9 The Contractor shall pick up trash debris in the area immediately surrounding the trash bins at the time of disposal. The Contractor shall pick up all trash that falls from containers during routine service.
- 3.10 The Contractor shall steam clean all trash bins off-site twice a year. A bin-swapping schedule for cleaning shall be submitted upon award of contract.
- 3.11 The Contractor shall maintain all trash bins in good condition with no holes and with Non-Metal lids securely affixed to bins.
- 3.12 The Contractor's driver shall carry appropriate paint to remove graffiti as soon as it appears on the bins. The Contractor shall provide the paint to the Housing Authority staff for graffiti removal.
- 3.13 The Contractor shall replace or repair trash bins in case of fire or lost wheels within 48 hours or less of notice notification by the Housing Authority.

#### **4.0 RESPONSIBILITIES**

The Housing Authority and the Contractor's responsibilities are as follows:

##### **Housing Authority**

##### **4.1 Personnel**

- 4.1.1 The Housing Authority shall monitor the Contractor's performance in the daily operation of this Contract.
- 4.1.2 The Housing Authority shall provide direction to the Contractor in areas relating to policy, information and procedural requirements.

4.1.3 The Housing Authority shall prepare amendments to the Contract in accordance with the Contract.

4.1.4 The Housing Authority shall provide a key for locked trash bins.

## **Contractor**

### **4.2 Project Manager**

The Contractor shall provide a full-time Account Manager with a minimum of 5 years of experience in managing projects of similar size and scope as contained in this Statement of Work.

4.3 The Contractor's Account Manager shall act as a central point of contact with the Housing Authority, and shall have full authority to act for the Contractor on all matters relating to the daily operation of the Contract.

4.4 The Contractor shall provide a telephone number where the Account Manager may be reached on a nine (9) hour per day basis. The Account Manager or designee must be available during Housing Authority business hours.

4.5 The Contractor's Account Manager shall be able to effectively communicate, in English, both orally and in writing.

4.6 The Contractor shall take photographs of trash enclosures and adjacent areas at pick up location and submit to the Housing Authority prior to the initial scheduled services starting.

4.7 Contractor shall be liable and responsible for any repair costs for crushed trash area doors or damaged stucco, pavement in parking areas, trash enclosure walls, etc., if damaged by vendor.

### **4.8 Uniform / Identification**

The Contractor's employees assigned to the Contract shall wear an appropriate uniform at all times. The uniform must display the Contractor's company name. All uniforms, as required and approved by the Housing Authority /Housing Authority, will be provided by the Contractor, at the Contractor's expense.

### **4.9 Material and Equipment**

- Contractor shall furnish the appropriate number and size of bins in good condition with "non-metal" lids attached.

- The Contractor is responsible for the purchase of all materials/equipment to provide the needed services.
- The Contractor shall use materials and equipment that are safe for the environment and safe for use by the Contractor's employee.

#### **4.10 Training**

The Contractor shall provide training programs for all new employees and continuing in-service training for all employees. All employees shall be trained in their assigned tasks and in the safe handling of equipment. All equipment shall be checked daily for safety. All employees must wear safety and protective gear according to Cal-OSHA standards.

#### **4.11 CONTRACTOR'S OFFICE**

The Contractor shall maintain an office with a telephone in the company's name where the Contractor conducts business. At least one employee who can respond to inquiries and complaints that may be received about the Contractor's performance of the Contract shall staff the office during the hours of 8:00 a.m. to 5:00 p.m., Monday through Friday. When the office is closed, an answering service shall be provided to receive calls. **The Contractor shall answer calls received by the answering service within two (2) hours of receipt of the call.**

### **5.0 HOURS / DAYS OF WORK**

Housing Authority office hours are from 8:00 a.m. to 5:00 p.m., Monday through Friday.

Housing Authority offices are closed on the following Holidays:

- New Years Day
- Martin Luther King Day
- Presidents Day
- Memorial Day
- Independence Day
- Labor Day
- Columbus Day
- Veterans Day
- Thanksgiving Day
- Christmas Day

## **6.0 WORK SCHEDULES**

The Contractor shall submit for review and approval a work schedule for each facility to the Housing Authority within ten (10) days prior to starting work. The schedules shall list the time frames by day of the week, morning, and afternoon, and the tasks to be performed.

The Contractor shall submit revised schedules when actual performance differs substantially from planned performance. The revisions shall be submitted to the Housing Authority for review and approval within five (5) working days prior to scheduled time for work.

## **7.0 QUALITY CONTROL PLAN**

The Contractor shall establish and utilize a comprehensive Quality Control Plan to assure the Housing Authority a consistently high level of service throughout the term of the Contract. The Plan shall be submitted to the Housing Authority for review. The plan shall include, but not be limited to the following:

- Method of monitoring to ensure that Contract requirements are being met;
- A record of all inspections conducted by the Contractor,
  - any corrective action taken,
  - the time a problem was first identified,
  - a clear description of the problem,
  - and the time elapsed between identification and completed corrective action,
- The record shall be provided to the Housing Authority upon request.

## **8.0 QUALITY ASSURANCE PLAN**

The Housing Authority will evaluate the Contractor's performance under this Contract using the following quality assurance procedures:

### **8.1 Performance Requirement Summary (Exhibit 2)**

The Housing Authority shall use a Performance Inspections Report (PRS) chart, Exhibit 2, to monitor the Contractor's work performance and efforts to remedy any and all deficiencies throughout the term of this contract. The chart shall contain, at a minimum, the following:

- Each section of the Contract/SOW referenced and identified;
- The standard of performance (description of the work requirement);
- The method to be used to monitor work performance;
- The fees/deductions to be assessed for each service that is not satisfactory.

### **8.2 All listings of services used in the Performance Requirements Summary (PRS) are intended to be completely consistent with the Contract and the SOW, and are not meant in any case to create, extend, revise, or**

expand any obligation of Contractor beyond that defined in the Contract and the SOW. In any case of apparent inconsistency between services as stated in the Contract and the SOW and this PRS, the meaning apparent in the Contract and the SOW will prevail. If any service seems to be created in this PRS which is not clearly and forthrightly set forth in the Contract and the SOW, that apparent service will be null and void and place no requirement on the Contractor.

**8.3** When the Contractor's performance does not conform to the requirements of this Contract, the Housing Authority will have the option to apply the following non-performance remedies:

- Require the Contractor to implement a formal corrective action plan, subject to approval by the Housing Authority. In the plan, the Contractor must include reasons for the unacceptable performance, specific steps to return performance to an acceptable level, and monitoring methods to prevent recurrence.
- Payment to the Contractor by a computed amount based on the penalty fee(s) in the PRS.
- Reduce, suspend or cancel this Contract for systematic, deliberate misrepresentations or unacceptable levels of performance.
- Failure of the Contractor to comply with or satisfy the request(s) for improvement of performance or to perform the neglected work specified within five (5) days shall constitute authorization for the Housing Authority to have the service(s) performed by others. The entire cost of such work performed by others as a consequence of the Contractor's failure to perform said service(s), as determined by the Housing Authority, shall be credited to the Housing Authority on the Contractor's future invoice.

This section does not preclude the Housing Authority's/Housing Authority's right to terminate the contract upon ten (10) days written notice with or without cause, as provided for in the Contract, Section 13 - Termination for Convenience.

**8.4 Periodic Performance Reviews**

The Housing Authority will conduct monthly reviews to evaluate the Contractor's performance.

#### **8.5 Contract Deficiency Notice**

The Housing Authority will make verbal notification to the Contractor of a Contract deficiency as soon as the deficiency is identified. The problem should be resolved within a time period mutually agreed upon by the Housing Authority and the Contractor.

If resolution of the deficiency does not result from the verbal notification, the Housing Authority will determine whether a formal Contract Deficiency Notice shall be issued. Upon receipt of this document, the Contractor is required to respond in writing to the Housing Authority within five (5) workdays, acknowledging the reported deficiencies or presenting contrary evidence. A plan for correction of all deficiencies identified in the Contract Discrepancy Report shall be submitted to the Housing Authority within ten (10) workdays.

#### **8.6 Housing Authority Observations**

In addition to divisional contracting staff, other Housing Authority personnel may observe performance, activities, and review documents relevant to this Contract at any time during normal business hours. However, these personnel may not unreasonably interfere with the Contractor's performance.

#### **9.0 ADDITION/DELETION OF SERVICES**

The Housing Authority reserves the right to add or delete services during the term of the Contract. The Contractor's fees will be adjusted by negotiation between the Housing Authority and the Contractor.



# EXHIBIT 1 SPECIFICATIONS FOR TRASH REMOVAL SERVICES

Group/ Number of Sites	Scout Service	No. of Bins	Size of Bins	No. of Days Service	Service Days*	Service Times
<b>No. 1: Carmelitos</b>						
Carmelitos 1000 Via Wanda Long Beach, CA 90805	Yes	24	3-cu yds	3	M-W-F	8am- 12 pm
		24	4-cu yds			
<b>No. 2: Harbor Hills</b>						
Harbor Hills 26607 S. Western Avenue Lomita, CA 90717	No	22	4-cu yds	3	M-W-F	8am- 1 pm
<b>No. 3: West County II</b>						
Marina Manor I 3401 Via Dolce Marina Del Rey, CA 90292	Yes	1	3-cu yds	3	M-W-F	8am- 12 pm
		2	1.5 cu yrd			
Marina Manor II 3405 Via Dolce Marina Del Rey, CA 90292	Yes	1	3-cu yds	3	M-W-F	8am- 12pm
		2	1.5 cu yrd			
<b>No. 4: North County I</b>						
Foothill Villa 2423 Foothill Blvd La Crescenta, Ca 91214	Yes	2	3-cu yds	3	M-W-F	8am- 12 pm
<b>No. 5: East County</b>						
Nueva Maravilla 4919 E. Cesar E. Chavez Los Angeles, CA 90022	Yes	35	3-cu yds	3	M-W-F	8am- 12 pm
Francisquito Villa 14622 Francisquito Avenue La Puente, CA 91746	No	4	3-cu yds	2	T-F	8am- 12 pm
Whittier Manor 11527 Slauson Avenue Whittier, CA 90606	No	4	3-cu yds	2	T-F	8am- 12 pm

Group/ Number of Sites	Scout Service	No. of Bins	Size of Bins	No. of Days Service	Service Days*	Service Times
Herbert Apartments 133 Herbert Avenue Los Angeles, CA 90063	No	2	3-cu yds	2	M-TH	8am- 12 pm
Sundance Vista 10850 S. Laurel Avenue Whittier, CA 90605	No	6	3-cu yds	2	T-F	8am- 12 pm
Villa Nueva 658-676 S. Ferris Avenue Los Angeles, CA 90022	No	2	3-cu yds	2	M-TH	8am-12 pm
Arizona & Olympic 1003-1135 S. Arizona Los Angeles, CA 90022	No	4	3-cu yds	2	T-F	8am- 12 pm
<b>No. 6: South County</b>						
South Scattered Sites I 12721 Central Avenue Los Angeles, CA 90059	Yes	1	2-cu yds	1	F	8am- 3 pm
South Bay Gardens 230 E. 130 <sup>th</sup> Street Los Angeles, CA 90061	Yes	4	3-cu yds	3	M-W-F	8am- 3 pm
El Segundo I 1928-37-49 E. El Segundo Bl Compton, CA 90222	Yes	3	3-cu yds	2	M-F	8am- 3 pm
El Segundo II (A) 2140-44 ½ E. El Segundo Bl Compton, CA 90222	Yes	1	3-cu yds	1	M	8am- 3 pm
El Segundo II (B) 2141-45 E. El Segundo Bl Compton, CA 90222	Yes	2	3-cu yds	2	M-F	8am- 3 pm
Willowbrook Town Homes 11718-740 Willowbrook Ave Los Angeles, CA 90059	Yes	1	3-cu yds	2	M-F	8am- 3 pm
East 61 <sup>st</sup> Street 1229 E. 61 <sup>st</sup> Street Los Angeles, CA 90002	No	1	3-cu yds	1	TH	8am- 3 pm
East 83 <sup>rd</sup> Street 1535 E. 83 <sup>rd</sup> Street Los Angeles, CA 90002	No	1	3-cu yds	1	TH	8am- 3 pm
East 84 <sup>th</sup> Street 1527 E. 84 <sup>th</sup> Street Los Angeles, CA 90001	No	1	3-cu yds	1	TH	8am- 3 pm
East 87 <sup>th</sup> Street 1615-17 E. 87 <sup>th</sup> Street Los Angeles, CA 90002	No	1	3-cu yds	1	TH	8am- 3 pm
88 <sup>th</sup> and Beach Street 8739 Beach Street Los Angeles, CA 90002	No	1	3-cu yds	1	TH	8am-3 pm
90 <sup>th</sup> Street (I) 1115 W. 90 <sup>th</sup> Street Los Angeles, CA 90044	Yes	3	3-cu yds	2	T-F	8am- 3 pm
90 <sup>th</sup> Street (II) 1116 W. 90 <sup>th</sup> Street Los Angeles, CA 90044	Yes	3	3-cu yds	2	T-F	8am- 3 pm

<b>Group/ Number of Sites</b>	<b>Scout Service</b>	<b>No. of Bins</b>	<b>Size of Bins</b>	<b>No. of Days Service</b>	<b>Service Days*</b>	<b>Service Times</b>
West 90 <sup>th</sup> Street 1116 W. 90 <sup>th</sup> Street Los Angeles, CA 90044	Yes	3	3-cu yds	2	T-F	8am- 3 pm
West 99 <sup>th</sup> Street 1027-33 W. 90 <sup>th</sup> Street Los Angeles, CA 90044	Yes	1	3-cu yds	2	T-F	8am- 3 pm
West 91 <sup>st</sup> Street 1101-1109 W. 91 <sup>st</sup> Street Los Angeles, CA 90044	Yes	2	3-cu yds	2	T-F	8am- 3 pm
92 <sup>nd</sup> and Bandera Street 9104-9118 S. Bandera Street Los Angeles, CA 90002	No	2	3-cu yds	2	M-TH	8am- 3 pm
West 94 <sup>th</sup> Street 1035-37 ½ W. 94 <sup>th</sup> Street Los Angeles, CA 90044	No	1	3-cu yds	1	T	8am- 3 pm
West 95 <sup>th</sup> Street 1324 W. 95 <sup>th</sup> Street Los Angeles, CA 90044	No	1	3-cu yds	1	T	8am- 3 pm
Imperial Heights (I) 1309 W. Imperial Hwy Los Angeles, CA 90044	No	1	3-cu yds	2	T-F	8am- 3 pm
Imperial Heights (II) 1221 W. Imperial HWY Los Angeles, CA 90044	Yes	1	3-cu yds	2	T-F	8am- 3 pm
Normandie Avenue (I) 11431-63 S. Normandie Av Los Angeles, CA 90047	Yes	3	3-cu yds	2	T-F	8am- 3 pm
Century & Wilton Place 10025 Wilton Place Los Angeles, CA 90047	Yes	4	3-cu yds	3	M-W-F	8am- 3 pm
West 105 <sup>th</sup> Street 1336-40 W. 105 <sup>th</sup> Street Los Angeles, CA 90044	No	1	3-cu yds	2	T-F	8am- 3 pm
West 106 <sup>th</sup> Street (I) 1057 W. 106 <sup>th</sup> Street Los Angeles, CA 90044	No	1	3-cu yds	1	T	8am- 3 pm
West 106 <sup>th</sup> Street (II) 1100-1104 W. 106 <sup>th</sup> Street Los Angeles, CA 90044	No	2	3-cu yds	2	T-F	8am- 3 pm
West 106 <sup>th</sup> Street (III) 1334-1338 W. 106 <sup>th</sup> Street Los Angeles, CA 90044	No	1	3-cu yds	1	F	8am- 3 pm
West 107 <sup>th</sup> Street (I) 1320 W. 107 <sup>th</sup> Street Los Angeles, CA 90044	Yes	2	3-cu yds	2	T-F	8am- 3 pm
Athens (III) 1120 W. 107 <sup>th</sup> Street Los Angeles, CA 90044	Yes	1	3-cu yds	1	F	8am- 3 pm
Athens (III)-110 <sup>th</sup> Street 1310 W. 110 <sup>th</sup> Street Los Angeles, CA 90044	Yes	1	3-cu yds	1	F	8am- 3 pm

<b>Group/ Number of Sites</b>	<b>Scout Service</b>	<b>No. of Bins</b>	<b>Size of Bins</b>	<b>No. of Days Service</b>	<b>Service Days*</b>	<b>Service Times</b>
Athens (III) 11104 S. Normandie Avenue Los Angeles, CA 90044	No	1	3-cu yds	1	F	8am- 3 pm
Woodcrest I & II 1239-1245 W. 109 <sup>th</sup> Street Los Angeles, CA 90044	Yes	2	3-cu yds	2	T-F	8am- 3 pm
Budlong Crest 11248 S. Budlong Los Angeles, CA 90044	Yes	1	3-cu yds	2	T-F	8am- 3 pm
Budlong (I) 11126 Budlong Avenue Los Angeles, CA 90044	No	1	3-cu yds	1	F	8am- 3 pm
Budlong (II) 9410 Budlong Avenue Los Angeles, CA 90044	No	1	3-cu yds	1	F	8am- 3 pm
<b>No. 7: Mary B. Henry</b>						
Mary B. Henry Telemedicine Center 10901 S. Vermont Avenue Los Angeles, CA 90044	No	1	3-cu yds	1	TH	8am- 12 pm
<b>No. 8: Administrative Buildings and Other Sites</b>						
<b>Administrative Building (Chavez)</b> 4800 E. Cesar Chavez Los Angeles, CA 90022	No	2	3-cu yds	2	T-F	7am- 5 pm
<b>Business Technology Center (BTC)</b> 2400 N. Lincoln Avenue Altadena, CA 91001	No	2	3-cu yds	3	M-W-F	8am- 11am
<b>Community Resource Center (CRC)</b> 10750 Laurel Avenue Whittier, CA 90605	No	1	2-cu yds	1	T	7am- 5 pm

**\* M=Monday, T=Tuesday, W-Wednesday, TH-Thursday, F=Friday.**



## NEWS RELEASE



WEST INFORMATION OFFICE  
San Francisco, Calif.

For release 10:00 a.m. (PDT) Wednesday, April 14<sup>th</sup>, 2010

BLS-10-44

Technical information: (415) 625-2283  
Media contact: (415) 625-2270

• BLSinfoSF@bls.gov

• [www.bls.gov/ro9](http://www.bls.gov/ro9)

### CONSUMER PRICE INDEX FOR THE LOS ANGELES AREA - MARCH 2010

The Bureau of Labor Statistics of the U.S. Department of Labor reported today that the All Items Consumer Price Index (CPI) in the Los Angeles-Riverside-Orange County, CA area increased 0.4 percent in March 2010. During the past 12 months, overall prices advanced 1.9 percent. Regional Commissioner Richard J. Holden noted that the special aggregate energy index increased 3.1 percent for the month and jumped 30.1 percent for the year. The special index for all items less food and energy edged up 0.1 percent for both the past month and the past year. Local Consumer Price Index data are not seasonally adjusted.

Transportation prices in the Los Angeles area increased 1.2 percent in March and gasoline prices increased 3.7 percent. Between March 2009 and March 2010, transportation prices increased 12.8 percent, primarily due to a 40.5 percent increase in gasoline prices. The transportation index comprises about 15 percent of the Los Angeles CPI all items index.

The Los Angeles area's food and beverages prices advanced 0.3 percent in March. Over the past 12 months, prices for food and beverages decreased 0.2 percent. The food at home index, which measures grocery prices, rose 0.8 percent for the month, but declined 1.7 percent for the year. Food away from home prices decreased 0.3 percent in March, but increased 1.2 percent since a year ago. Prices for alcoholic beverages declined 0.7 percent over the month, but advanced 1.3 percent over the year.

The housing index was virtually unchanged in March, yet declined 0.7 percent compared to 12 months ago. The shelter sub-index of housing decreased 0.2 percent for the month and 1.6 percent for the year. Household fuels and utilities increased 1.6 percent since the previous month and 13.0 percent since March 2009. Prices for utility (piped) gas service decreased 14.8 percent in March, but increased 13.1 percent over the year. Electricity prices advanced 8.5 percent for the month and 13.9 percent for the year. Prices for household furnishings and operations edged down 0.1 percent in March and declined 2.9 percent from one year ago.

Apparel prices rose 3.8 percent for the month and by 2.8 percent in the past 12 months.

Medical care prices increased 0.2 percent for the month and 3.1 percent for the year. Education and communication prices increased 0.7 percent in March and by 3.5 percent in the past 12 months.

The other goods and services index advanced 0.5 percent for the month and 2.5 percent from one year ago. Recreation prices declined 0.6 percent for the month and by 7.3 percent for the year. Recreation

prices have declined on a year-over-year basis for each of the past 11 months. This category includes television and other video equipment.

The All Items Consumer Price Index for All Urban Consumers (CPI-U) in the Los Angeles-Riverside-Orange County Consolidated Metropolitan Statistical Area, stands at 225.483 (1982-84=100). This means a market basket of goods and services that cost \$100.00 in 1982-84 would have cost \$225.48 in March 2010.

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Information in this release will be made available to sensory impaired individuals upon request.

Voice phone 202-691-5200

TDD message referral phone number: 800-877-8339

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Consumer Price Index for All Urban Consumers (CPI-U): Indexes and percent changes for selected periods

Los Angeles-Riverside-Orange County, CA (1982-84=100 unless otherwise noted)

Item and Group	Indexes			Percent change from—		
	Jan. 2010	Feb. 2010	Mar. 2010	Mar. 2009	Jan. 2010	Feb. 2010
<b>Expenditure category</b>						
All items .....	224.610	224.620	225.483	1.9	0.4	0.4
All items (1967=100) .....	663.598	663.827	666.177	-	-	-
Food and beverages .....	223.797	222.639	223.271	-2	-2	.3
Food .....	222.549	221.281	222.060	-3	-2	.4
Food at home .....	231.495	229.246	231.139	-1.7	-2	.8
Food away from home .....	208.057	207.954	207.420	1.2	-3	-3
Alcoholic beverages .....	228.717	229.237	227.692	1.3	-4	-7
Housing .....	242.594	242.913	242.828	-7	.1	.0
Shelter .....	271.952	272.368	271.823	-1.6	.0	-2
Rent of primary residence <sup>1</sup> .....	278.625	278.766	278.815	-7	.1	.0
Owners' equivalent rent of residences <sup>1 2</sup> .....	285.126	285.581	284.464	-1.8	-2	-4
Owners' equivalent rent of primary residence <sup>1 2</sup> .....	285.125	285.581	284.464	-1.8	-2	-4
Fuels and utilities .....	248.418	249.840	253.828	13.0	2.2	1.6
Household energy .....	235.850	237.682	243.050	14.1	3.1	2.3
Gas (piped) and electricity <sup>1</sup> .....	234.361	236.223	241.698	13.8	3.1	2.3
Electricity <sup>1</sup> .....	264.277	266.112	288.861	13.9	9.3	8.5
Utility (piped) gas service <sup>1</sup> .....	208.913	211.149	179.987	13.1	-13.8	-14.8
Household furnishings and operations .....	124.298	123.730	123.574	-2.9	-6	-1
Apparel .....	107.109	109.704	113.906	2.8	6.3	3.8
Transportation .....	188.944	187.683	189.896	12.8	.5	1.2
Private transportation .....	184.043	182.635	184.751	13.4	.4	1.2
Motor fuel .....	237.449	231.099	239.587	40.4	.9	3.7
Gasoline (all types) .....	233.038	226.801	235.188	40.5	.9	3.7
Gasoline, unleaded regular <sup>3</sup> .....	233.357	227.075	235.496	41.4	.9	3.7
Gasoline, unleaded midgrade <sup>3 4</sup> .....	220.415	214.671	222.520	39.9	1.0	3.7
Gasoline, unleaded premium <sup>3</sup> .....	223.014	217.025	225.037	38.1	.9	3.7
Medical care .....	369.301	371.331	372.198	3.1	.8	.2
Recreation <sup>5</sup> .....	107.474	107.115	106.494	-7.3	-9	-6
Education and communication <sup>5</sup> .....	131.298	132.117	133.082	3.5	1.4	.7
Other goods and services .....	357.605	357.830	359.493	2.5	.5	.5
<b>Commodity and service group</b>						
All items .....	224.610	224.620	225.483	1.9	.4	.4
Commodities .....	170.100	169.548	171.323	4.8	.7	1.0
Commodities less food and beverages .....	140.111	139.853	142.093	8.0	1.4	1.6
Nondurables less food and beverages .....	176.996	176.972	180.854	12.6	2.2	2.2
Durables .....	104.332	103.840	104.460	2.4	.1	.6
Services .....	272.144	272.714	272.642	.1	.2	.0
<b>Special aggregate indexes</b>						
All items less medical care .....	217.894	217.842	218.696	1.8	.4	.4
All items less shelter .....	203.971	203.802	205.285	4.1	.6	.7
Commodities less food .....	144.064	143.826	145.979	7.7	1.3	1.5
Nondurables .....	202.045	201.470	203.827	5.7	.9	1.2
Nondurables less food .....	181.982	181.988	185.610	11.8	2.0	2.0
Services less rent of shelter <sup>2</sup> .....	280.081	280.902	281.553	2.8	.5	.2
Services less medical care services .....	263.941	264.458	264.352	-.1	.2	.0
Energy .....	237.679	234.332	241.696	30.1	1.7	3.1
All items less energy .....	225.503	225.773	226.140	.1	.3	.2
All items less food and energy .....	226.473	227.049	227.336	.1	.4	.1

<sup>1</sup> This index series was calculated using a Laspeyres estimator. All other item stratum index series were calculated using a geometric means estimator.

<sup>2</sup> Index is on a December 1982=100 base.

<sup>3</sup> Special index based on a substantially smaller sample.

<sup>4</sup> Indexes on a December 1993=100 base.

<sup>5</sup> Indexes on a December 1997=100 base.

- Data not available.

NOTE: Index applies to a month as a whole, not to any specific date.

Social Security  
Online

# Automatic Increases

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## Latest Cost-of-Living Adjustment

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[How COLA is used](#)

[Federal SSI benefit rate](#)

[Wage-indexed amounts](#)

### What is a COLA?

Legislation enacted in 1973 provides for cost-of-living adjustments, or COLAs. With COLAs, Social Security and Supplemental Security Income (SSI) benefits keep pace with inflation.

### No COLA

There will be no increase in Social Security benefits payable in January 2010, nor will there be an increase in SSI payments.

### How is a COLA calculated?

The Social Security Act specifies a formula for determining each COLA. In general, a COLA is equal to the percentage *increase* in the Consumer Price Index for Urban Wage Earners and Clerical Workers (CPI-W) from the third quarter of one year to the third quarter of the next. If there is no increase, there is no COLA.

### COLA Computation

For the December 2009 COLA, we measure the increase (if any) in the average CPI-W from the third calendar quarter of 2008 to the third quarter of 2009. These averages are 215.495 and 211.001 for the third calendar quarters of 2008 and 2009, respectively, and are derived from monthly CPI-Ws developed by the Bureau of Labor Statistics.

Month	CPI-W for—	
	2008	2009
July	216.304	210.526
August	215.247	211.156
September	214.935	211.322
Total	646.486	633.004



Average (rounded to the nearest 0.001)	215.495	211.001
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Because there is no increase in the CPI-W from the third quarter of 2008 through the third quarter of 2009, there is no COLA.



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Last reviewed or modified October 15, 2009

FOR YOUR INFORMATION ONLY

May 26, 2010

To: Housing Commissioners

From: Dorian Jenkins, Assistant Executive Director

**SUBJECT: CAPITAL FUND GREEN COMMUNITIES GRANT**

**Maravilla Stimulus Funded Construction Projects**

The Housing Authority anticipates that HUD may urge funding obligation of the \$5.9 million prior to the September 30, 2010 deadline for the *Capital Fund Green Communities Option 2 Recovery Competitive Grant projects*. To this end, the Housing Authority is currently scheduled to submit the Board Letters requesting approval of award of the Nueva Maravilla Electric Sub-meter Conversion and Family Parking Lot Replacement construction contracts for the Housing Commission Agenda of July 28, 2010. The Board Letters will be filed for the Board of Commissioners August 3, 2010 Agenda. If the funding obligation deadline is prior to August 3<sup>rd</sup>, the Housing Authority will file the Board Letters on the Board of Commissioners' Agenda of July 20, 2010 and will request concurrence by the Housing Commission on August 26, 2010.

**Electric Sub-meter Conversion**

The current electrical infrastructure at Nueva Maravilla is over 40 years old and needs replacement. It is master metered and the Housing Authority pays for all electricity at the site. The new system will replace the master meter with individual meters for each residence. This conversion will promote energy efficiency and tenants will be billed directly by Southern California Edison for their consumption. The Housing Authority will provide a utility allowance based on a utility allowance study specifically completed for Nueva Maravilla. The project has been advertised and construction bids are due on June 4, 2010. Timeframes for bid analysis, a required ten day contractor protest period and filing lead times preclude the Housing Authority from submitting the construction contract to the Housing Commission at its June 23, 2010 meeting.

**Family Parking Lot Replacement**


The Family Parking Lot Replacement project will replace the existing four parking lots and access roads which are approximately 20 years old and in poor condition. Recycled aggregate will be used along with industrial by-products such as fly ash, slag cement, and silica fume; which will serve as a partial replacement for Portland cement. Pervious concrete will be used for all the parking stalls. The project has been advertised and bids are due on May 20, 2010. As explained above for the Electric Sub-meter Conversion project,

timeframes for bid analysis, a required ten day contractor protest period and filing lead times preclude the Commission from submitting the construction contract to the Housing Commission at its June 23, 2010 meeting.

The Competitive Grant application to HUD included several energy efficiency measures that will be funded with other revenue sources, including rebates, a loan commitment, Capital Fund and a CDBG grant for a total project cost of approximately \$10.7 million. Additional construction contracts for xeriscaping and irrigation throughout the site, installation of condensing tank type water heaters, hot water solar panels, photovoltaics, and roof replacement will be submitted to you for approval in the next three months. Please be informed that installation of energy efficient lighting fixtures has been completed at no cost to the Housing Authority by Monterey Lighting, a non-profit organization working in partnership with Southern California Edison.

May 26, 2010

To: Los Angeles County Housing Commission

From: Bobbette A. Glover   
Assistant Executive Director

**SUBJECT: UJIMA VILLAGE STATUS REPORT**

The following is an update on the most recent events regarding the closure of Ujima Village Housing Development.

Occupancy & Relocation

One unit is still occupied. The head-of-household had notified us in writing of her intent to vacate effective May 1<sup>st</sup>, but at this time all family members remain. On May 7<sup>th</sup>, a revised Notice of Eligibility (relocation benefit details), a listing of housing referrals, and the 90-Day Notice were delivered. The documents were modified, based on HUD's recent opinion that the Uniform Relocation Act does not apply.

The head of household, with the assistance of the Legal Aid Foundation, is disputing the amount of the relocation payment and the distribution among the family members. Our Housing Counsel and relocation consultants continue their efforts to resolve the matter and facilitate the family's transition out of Ujima Village.

Site Security

We will recommend that the security fence contract be awarded to Lightning Fence, whose bid was in the amount of \$103,872. The only appeal was resolved as of May 17<sup>th</sup>. We are finalizing the contract and the Board Letter, and plan to schedule it for your June 23<sup>rd</sup> agenda.

A private security company continues to provide daily service at the site, and they have not reported any major incidents on their daily logs. The Sheriff Department's community policing deputies are prepared to respond if warranted.

Water Board

The release of Fact Sheet #2 is still pending. We will forward a copy to you once it is published.

Their staff is currently reviewing the groundwater monitoring well report prepared by ExxonMobil's environmental consultant.

Los Angeles County Housing Commission  
May 26, 2010  
Page Two

Field Investigation and Testing

The consultant's assessment report relating to the entire Athens Tank Farm site should be completed on schedule by May 28th. There is no ongoing field work at this time.

Ujima Village Related Website (not created by the Housing Authority)

The CDC/Housing Authority graphics have been removed from the website.

Litigation

This is a matter for discussion in closed session.

BG:lm

May 26, 2010

TO: Housing Commissioners

FROM: Darlene Aikens, Acting Director, Assisted Housing Division

RE: **FSS PROGRAM UPDATE – APRIL 2010**

The Family Self-Sufficiency (FSS) Program is a HUD initiative intended to assist Public Housing residents and Housing Choice Voucher Program participants achieve economic independence and self-sufficiency.

**Activities**

<b>RECRUITMENT</b>	27	Applications Received
	12	Applications Sent
<b>ENROLLMENTS</b>	24	New FSS Participants
<b>TERMINATIONS</b>	0	Participants Terminated from FSS
<b>MEETINGS</b>	2	Tenant Information Workshop
<b>WORKSHOPS</b>		
Program Presentations	2	Program presentation at Tenant Information Workshop
Money Smart Workshop	7	Disseminated Credit Repair Informational Packets
	3	Disseminated Budget Informational Packets
<b>REFERRALS</b>		
	2	Job referral from the employment network job board
	1	CDC Home Ownership Program (HOP)
	4	CDF Scholarship program
	9	WorkSource Center employment workshops and job fairs
	5	Remote Area Medical Clinic and screening fair
<b>GRADUATIONS</b>	0	FSS graduations

If you have any questions, please feel free to contact me at (562) 347-4837.

ML:CJ:RM:dt

**Community Development Commission**

FOR YOUR INFORMATION ONLY

April 30, 2010

TO: Each Supervisor

FROM: *for* Sean Rogan, Executive Director *Brookella A. Geron*

SUBJECT: **UPDATE ON THE PURSUIT AND IMPLEMENTATION OF FUNDING MADE AVAILABLE IN H.R. 1, THE AMERICAN RECOVERY AND REINVESTMENT ACT (ARRA) OF 2009**

On March 31, 2009, the Board of Supervisors (Board) requested that the Community Development Commission/Housing Authority of the County of Los Angeles (CDC/HACoLA) report on the efforts to apply for, or take the necessary steps to accept, each category of funding contained within ARRA that the CDC/HACoLA is eligible to receive, either by formula or by competitive grant application. To date, the CDC/HACoLA has been awarded \$33,603,148 of the \$114,312,431 applied for; with \$2,260,000 pending award notification.

**Funding Awarded**

**PUBLIC HOUSING CAPITAL FUND (CF)**

**Funding Amount:** \$7,401,512 (by formula)

**Award of Funds:** On March 31, 2009, the Board of Commissioners approved a motion to accept the grant funds, and funding became available to the HACoLA on May 14, 2009.

**Use of Funds:** The funds are being used for security improvements, energy efficiency work measures, preventive maintenance, and general improvements at 12 public housing developments comprised of 2,500 public housing units. As a direct result of CF formula activities, the HACoLA has reported a total of 73 full-time equivalent jobs (that were created or retained) through the 3rd Quarter to FederalReporting.gov.

**Expenditure Levels:** As of April 21, 2010, the HACoLA had expended \$2,584,492 of the \$7,401,512 obligated.

**Provisions:** The HACoLA must obligate 100% of the funds within 1 year, expend 60% of the funds in 2 years, and complete 100% of the fund expenditures in 3 years. The HACoLA has met the mandatory obligation deadline.

**Funding Amount:** \$5,924,000 (Applied for \$22,399,000 by competition.)

**Award of Funds:** On June 22, 2009, the HACoLA applied for \$16,475,000 in funding for improvements addressing the needs of the elderly and/or people with disabilities and public housing transformation. Additionally, on July 21, 2009, the HACoLA applied for \$5,924,000 in funding for energy efficient/green community projects.

**Use of Funds:** The HACoLA was only awarded funding in the 'Creation of an Energy Efficient

Green Community' category in the amount of \$5,924,000. Funds were granted on September 29, 2009, and are being used at the Nueva Maravilla housing development to reduce energy costs, generate resident and HACoLA energy savings, and reduce greenhouse gas emissions attributable to energy consumption. A total of 20 full-time equivalent jobs have been created or retained. This will be reported to FederalReporting.gov in the 4<sup>th</sup> Quarter.

**Expenditure Levels:** On December 1, 2009, the Board approved the acceptance of the funds. As April 21, 2010, the HACoLA had expended \$176,289 of the \$1,214,556 obligated.

**Provisions:** The HACoLA must obligate 100% of the funds within 1 year of the date in which funds become available for contracts. The U.S. Department of Housing and Urban Development (HUD) requires the HACoLA to use at least 60% of the funds within 2 years and 100% of the funds within 3 years.

#### **COMMUNITY DEVELOPMENT BLOCK GRANT-RECOVERY (CDBG-R)**

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**Funding Amount: \$8,080,528 (by formula)**

**Award of Funds:** The CDC submitted an amendment to the CDBG Program Year 2008 Action Plan (as required by ARRA) on June 5, 2009, after receiving approval from the Board on June 2, 2009. The CDC received the CDBG-R Grant Agreements on August 26, 2009.

**Use of Funds:** The CDC worked with the agencies affected by CDBG/ARRA regulations and submitted a final list of projects for approval to HUD on August 13, 2009, and the Board on August 18, 2009. Both HUD and the Board approved the list for the CDC's CDBG-R Program. Project activities include public improvements, housing rehabilitation, economic development, public services, and administration. During the 3<sup>rd</sup> Quarter, the following activities occurred: completed rehabilitation of 87 housing units, assisted 49 businesses, and completed construction of one street improvement project serving 1,100 people. In addition, the CDC has reported the creation or retention of 357 jobs which corresponds to 28.77 full-time equivalent positions to date.

**Expenditure Levels:** As of April 15, 2010, the CDC had expended \$1,311,463.

**Provisions:** The CDC must use all CDBG-R funds by September 30, 2012.

#### **HOMELESSNESS PREVENTION AND RAPID RE-HOUSING PROGRAM (HPRP)**

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**Funding Amount: \$12,197,108 (by formula)**

**Award of Funds:** The CDC submitted a completed application to HUD on May 18, 2009, which was subsequently approved the following June. Trainings on reporting, program monitoring, and general implementation were held for the applicable County Departments on August 19, 2009, and the CDC received the HPRP Grant Agreements on August 20, 2009.

**Use of Funds:** Implementation of HPRP began on October 1, 2009; and the Departments of Public Social Services, Consumer Affairs, Children and Family Services, Community and Senior Services, and the Los Angeles Homeless Services Authority have been working collaboratively to deliver assistance to those in need. In addition, Neighborhood Legal Services began offering legal assistance and representation to persons and families with unlawful detainers on November 1, 2009.



As of January 1, 2010, approximately 4,695 Los Angeles County residents have been screened for eligibility in order to receive HPRP benefits. However, many have been found to be ineligible because they do not meet the HPRP criteria. From program start through the 3rd Quarter report, 196 persons have been assisted. We continue our focus on outreach and anticipate an increase in service accomplishments in the upcoming months. The CDC reported the creation or retention of 144 jobs which corresponds to 17.23 full-time equivalent positions to date.

We are still exploring a proposed redesign of the program, such as contracting with non-profits to assist in providing full HPRP services to clients and improving expenditure rates. Should this plan move forward, we will return to your Board for approval and report on the changes. A letter has been sent to the Department of Public Social Services advising them of the necessity to draw their funding by May 7, 2010 in order to provide an accurate accounting of all funds spent. To date, no funds have been drawn by the Department.

**Expenditure Levels:** As of April 15, 2010, the CDC had expended \$634,951.

**Provisions:** HUD requires that 60% of the funds be used within 2 years, and 100% in 3 years.

#### Pending Grants

##### **GREEN RETROFIT PROGRAM FOR MULTIFAMILY HOUSING**

---

**Funding Amount:** Applied for \$2,260,000 by competition.

**Award of Funds:** The HACoLA applications for the Kings Road and Lancaster Homes Housing Developments are complete and are being considered for funding by HUD. The award notice remains outstanding.

**Use of Funds:** The HACoLA plans to use the funds for the modernization and rehabilitation of the Kings Road and Lancaster Homes developments.

**Expenditure Levels:** There are no expenditures to date as this grant has yet to be awarded.

**Provisions:** If funds are received, 50% must be used within 2 years, and 100% in 3 years.

#### Unsuccessful Grant Applications

##### **JUVENILE JUSTICE AND CRIME PREVENTION ACT PROGRAM (JJCPA)/EDWARD BYRNE MEMORIAL COMPETITIVE GRANT PROGRAM**

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**Funding Amount:** Applied for \$974,283 by competition.

**Award of Funds:** The CDC submitted an application on April 27, 2009. The CDC did not receive this grant.

**Using the Funds:** Had the CDC been awarded, the funds would have been used to support existing JJCPA programs.

##### **NEIGHBORHOOD STABILIZATION PROGRAM 2 (NSP2)**

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**Funding Amount:** Applied for \$61,000,000 by competition.

**Award of Funds:** The CDC submitted an application on July 10, 2009. The CDC did not receive this grant.

Each Supervisor  
April 30, 2010  
Page 4

***Use of Funds:*** Had the CDC been awarded, the funds would have been used to supplement the NSP1 program, which includes the HERO program and Rental Infill Sites activities for tenants below 50% of the area median income (AMI).

If you have any questions, please contact me at (323) 890-7400, or Terry Gonzalez, Director, CDBG Division, at (323) 890-7150.

SR\TG\SH\nm  
K:\CDBG Common\IGR-PI\ARRA Board Memo\April '10 ARRA Memo

Attachment

- c: Each Deputy
  - Lari Sheehan, Deputy Chief Executive Officer, Chief Executive Office
  - Ellen Sandt, Deputy Chief Executive Officer, Chief Executive Office
  - Kathy House, Acting Deputy Chief Executive Officer, Chief Executive Office
  - Sachi A. Hamai, Executive Officer/Clerk Board of Supervisors
  - Lisa Rizzo, Principal Analyst, Chief Executive Office
  - Scott Wiles, Special Assistant, Chief Executive Office
  - Jenny Serrano, Program Specialist, Chief Executive Office

**The CDC/HACoLA**  
**American Recovery and Reinvestment Act of 2009 (ARRA) Proposal and Award Tracking Chart**  
*As of April 30, 2010*

	ARRA GRANT OPPORTUNITY	FUNDING AGENCY	FORMULA AMOUNT/ \$ APPLIED FOR	AMOUNT AWARDED	GRANT AGREEMENT*
1	Capital Fund (formula)	HUD	\$7,401,512	\$7,401,512	Yes
2	Capital Fund (competitive) - Disabilities Category	HUD	\$9,235,000	Did Not Receive	No
3	Capital Fund (competitive) - PH Transformation	HUD	\$7,240,000	Did Not Receive	No
4	Capital Fund (competitive) - Green Technology	HUD	\$5,924,000	\$5,924,000	Yes
5	Community Development Block Grant - Recovery	HUD	\$8,080,528	\$8,080,528	Yes
6	Neighborhood Stabilization Program 2	HUD	\$61,000,000	Did Not Receive	No
7	Homeless Prevention and Rapid Re-Housing Program	HUD	\$12,197,108	\$12,197,108	Yes
8	Green Retrofit Program for Multifamily Housing	HUD	\$2,260,000	Pending	No
9	Edward Byrne Memorial Competitive Grant	DOJ	\$974,283	Did Not Receive	No
<b>Total Awarded Under ARRA as of 4/30/2010</b>			<b>\$33,603,148</b>		

*\*Grant Agreement Received – Funds available for drawdown at U.S. Treasury.*

# Contract Status Report

FOR YOUR INFORMATION ONLY

<b>Project Filter Options</b>	<b>Program:</b> All Programs	<b>Proj. Manager:</b> All Managers
<b>District:</b> All Distr.	<b>Department:</b> All Departments	<b>Team Member:</b> All Team Members
	<b>Dev. Stage:</b> All Stages	<b>Fund Source:</b> All Funds

District	Project Name	Contractor Name	Status					Pending Action / Forecast
			Original Contract Amount	Current Contract Amount	% Cng Orders	Approved Payments	%Cmpl	
1st	Francisquito Elevator Project (14622) Tracker #: TP002569	M.L. CONSTRUCTION	\$351,000	\$351,000	0%	\$181,532	52%	M.L. Construction /Superior working modernization of the first elevator should be completed in July.
1st	Nueva Maravilla (Rosas) Parking Lots and Sidewalks Tracker #: TP002359	AZ Home Inc.	\$643,787	\$643,787	0%	\$471,646	73%	AZ Home Inc. has substantially completed the project. There are change orders to be resolved and close-out documents to be completed.
1st	Nueva Maravilla ADA Recommendations TK CONSTRUCTION CO Tracker #: TP002830		\$234,440	\$234,440	0%	\$73,908	32%	Project commenced on 3/15; project's about 50% completed. 2nd progress payment is in process. CMD will schedule an inspection/meeting with HM during the week and contractor prior to starting the last phase of the senior units and discuss about the relocation plan for the seniors..
2nd	South Scattered Sites Vehicle Gate Operator Replac Tracker #: TP002356	Harris Steel Fence Co. Inc.	\$147,000	\$157,872	7%	\$157,872	100%	Final walk through was on April 7. Change order to order safety sensors for stock submitted to HM on April 15. Waiting on approval of change order before processing retention and closing out the project.
2nd	Southbay Gardens Kitchen Tracker #: TP002730	AZ Home Inc.	\$132,100	\$132,100	0%	\$0	0%	The project is approximately 40% complete. The dividing walls between the kitchen and the two restrooms were framed. The rough plumbing for the restrooms were passed by DPW (B&S) and covered up. The tooling for the kitchen will start the week of 5/3/10.
3rd	Kings Road Elevators Modernization Tracker #: TP002647	M.L. CONSTRUCTION	\$791,600	\$791,600	0%	\$664,086	84%	M.L. Construction/Superior Elevator: modernization of elevator No. 1 at 800 building and elevator No. 2 at 801 building are 80% completion. Project should be completed in May.

District	Project Name	Contractor Name	Original					Status				
			Contract Amount	Current Contract Amount	% Cng Orders	Approved Payments	%Cmpl	Pending Action / Forecast				
3rd	Kings Road Rehab 2008 Tracker #: TP002650	Cal-City Construction, Inc.	\$4,731,169	\$4,731,169	0%	\$0	0%	5/4 Pre-construction conference was conducted on April 1. Contractor conducted the measurement walk on April 8 and 9. Contractor provided trailers on site on April 28. Second construction meeting was conducted on April 29. Contractor started the vacant unit work on 5/3 and began demolition work. 5/4 Contractor will be work in the first 8 vacant units.				
3rd	Ocean Park Site Improvements (175) Tracker #: TP002738	AZ Home Inc.	\$499,455	\$499,455	0%	\$81,992	16%	Construction on first three vacant units started on March 8. There have been a few unforeseen construction issues in these units causing a delay in schedule. We are scheduled to relocate the 1st three tenants on May 10.				
4th	Carmelitos Seniors Elevator Project (761 and 817) Tracker #: TP002568	M.L. CONSTRUCTION	\$354,400	\$354,400	0%	\$167,493	47%	ML Construction / Superior completing modernization of first elevator by July 19. Completion of both elevators is October 8, 2010.				
4th	Carmelitos Seniors Exterior Improvements Tracker #: TP002300	Tobo Construction, Inc.	\$352,552	\$451,816	28%	\$448,876	99%	Close out documents were submitted on 04.28.2010. They are being reviewed. Retention should be paid by June 4, 2010.				
4th	Carmelitos-Harbor Hills Playground Resurfacing Tracker #: TP002671	IHI Construction	\$182,710	\$216,829	19%	\$153,472	71%	Resident Manager requested to look into the Carmelitos playground regarding the empty area for hopscotch painting between the new equipment (ladder & beam) and the old equipment. This is a new change order that will have a cost and schedule impact to the anticipated completion date of 4/16. CMD will obtain approval from the County Counsel on Change Order no. 4 for additional sand for Tot Lot #100.				
4th	Harbor Hills Parking Lots and Sidewalks Tracker #: TP002358	Torres Construction	\$467,130	\$497,901	7%	\$497,901	100%	Torres Construction has substantially completed Phase I-Court 100 Close-out documents to be completed.				
4th	Marina Manor Fencing and Gates Tracker #: TP002954	J & A Engineering Corp.	\$47,934	\$47,934	0%	\$47,455	99%	Construction is 95% complete. There is 1 tenant that will not allow the contractor to go into his unit to complete the installation of the emergency egress release for the security grill. Contractor has completed punchlist items.				
4th	Whittier Manor Elevators (FY 05-08) Tracker #: TP002011	Tobo Construction, Inc.	\$279,820	\$279,820	0%	\$106,110	38%	Tobo Construction has started modernization of one elevator. The fire alarm system is been upgraded.				

District	Project Name	Contractor Name	Status					
			Original Contract Amount	Current Contract Amount	% Cng Orders	Approved Payments	%Cmpl	Pending Action / Forecast
5th	Orchard Arms Site Improvements (23410-23540) Tracker #: TP002677	Big Star Builders, Inc.	\$290,972	\$339,972	17%	\$286,011	84%	5/4 Consultant revised the parking lot striping plan on 4/30. Contractor is reviewing and providing Change Order proposal. Contractor is scheduled to install second boiler on 5/5. CMD met with contractor and Raypak to review the installation and to provide recommendation to the contractor to install the boiler per manufacturer's requirements and our design. Parking is currently being dried for a 30 day period prior to seal coat. 5/4 Contractor will provide Change Order proposal for CMD's review in 1 week. Upon approval, contractor will seal coat the parking lot and install the striping. Boiler work will continue.

# FOR YOUR INFORMATION ONLY

## HOUSING AUTHORITY COUNTY OF LOS ANGELES - CONVENTIONAL AND NON-CONVENTIONAL HOUSING

GROUP NO.	SITE	ADDRESS	NO. OF UNITS	HUD DEV. NO.	PROJECT NUMBER	Year Built	Year Acquired
1	Carmelitos (family)	700 Via Wanda, Long Beach 90805	558	CA16P002001	SS1102	1939	1939
1	Carmelitos (senior)	761 Via Carmelitos, Long Beach 90805	155	CA16P002026	SS1102	1939	1939
	<b>Total Unit Count: Carmelitos</b>		<b>713</b>				
2	Harbor Hills (family/senior)	26907 S. Westam Ave., Lomita 90717	301	CA16P002002	SS1203	1941	1941
	<b>Total Unit Count: Harbor Hills</b>		<b>301</b>				
3	Nueva Maravilla (family/senior)	4919 E. Cesar E. Chavez Ave., Los Angeles 90022	504	CA16P002004	SS1301	1943	1942
	<b>Total Unit Count: N. Maravilla</b>		<b>504</b>				
4	West Knoll (senior)	838 West Knoll Ave., West Hollywood 90069	136	CA16P002014	SS3001	1977	1979
4	Palm Apartments (senior)	959 Palm Ave., West Hollywood 90069	127	CA16P002014	SS3002	1978	1979
	<b>Total Unit Count: West County 1</b>		<b>263</b>		<b>Admin Project XX0930</b>		
5	Marina Manor I (senior)	3401 Via Dolce, Marina Del Rey 90292	112	CA16P002013	SS3003	1983	1984
5	Marina Manor II (senior)	3405 Via Dolce, Marina Del Rey 90292	71	CA16P002027	SS3003	1983	1984
5	Ocean Park (family/senior)	175 Ocean Park Boulevard, Santa Monica 90405	22	CA16P002018	SS3006	1947	1986
5	Monica Manor (family)	1901-1909 11th Street, Santa Monica 90405	19	CA16P002097	SS3007	1987	1989
	<b>Total Unit Count: West County 2</b>		<b>224</b>		<b>Admin Project XX0935</b>		
6	Orchard Arms (senior)	23410-23540 Wiley Canyon Rd., Valencia 91355	183	CA16P002030	SS2001	1980	1980
6	Foothill Villa (senior)	2423 Foothill Boulevard, La Crescenta 91214	62	CA16P002029	SS2002	1981	1982
6	Quartz Hill I (family)	5028 West Avenue L-12, Quartz Hill 93536	20	CA16P002062	SS2003	1984	1984
6	Quartz Hill II (family)	42051 51th Street West, Quartz Hill 93536	20	CA16P002069	SS2003	1984	1984
	<b>Total Unit Count: North County</b>		<b>285</b>		<b>Admin Project XX0920</b>		
7	Francisquito Villa (family)	14622 Francisquito Ave., La Puente 91746	89	CA16P002015	SS4002	1979	1980
7	Carmelita Avenue (senior)	354-354 So. Carmelita Ave., Los Angeles, 90063	2	CA16P002091	SS4003	1955	1985
7	McBride Avenue (family)	1229 So. McBride Ave., Los Angeles, 90023	4	CA16P002021	SS4004	1968	1984
7	Williamson Avenue (family)	706-708 1/2 So. Williamson Ave., Los Angeles, 90022	4	CA16P002020	SS4005	1972	1983
7	Triggs Street (family/senior)	4432-4434 1/2 Triggs St., Los Angeles 90023	4	CA16P002097	SS4006	1964	1983
7	Simmons Avenue (family)	927 So. Simmons Ave., Los Angeles, 90022	4	CA16P002021	SS4007	1939	1983
7	4th & Mednick (family)	341 So. Mednick Ave., Los Angeles, 90022	2	CA16P002034	SS4009	1985	1985
7	Arizona & Olympic (family)	1003-1135 So. Arizona Ave., Los Angeles 90022	18	CA16P002048	SS4010	1984	1985
7	Whittier Manor (senior)	11527 Slauson Ave., Whittier 90606	49	CA16P002033	SS4011	1985	1982
7	Herbert Ave (senior)	133 Herbert Ave., Los Angeles 90063	46	CA16P002058	SS4012	1985	1984
7	Sundance Vista (family)	10850 Laurel Ave., Whittier 90605	41	CA16P002156	SS4014	1999	1999
	<b>Total Unit Count: East County</b>		<b>243</b>		<b>Admin Project XX0940</b>		
8	El Segundo I (family)	1928/3749 E. El Segundo Blvd., Compton 90222	30	CA16P002023	SS5001	1972	1982
8	South Bay Gardens (seniors)	230 E. 130th St., Los Angeles 90061	100	CA16P002032	SS5002	1982	1983
8	1115-16 W. 90th St. (family)	1115-16 W. 90th St., Los Angeles 90044	18	CA16P002091	SS5005	1970	1984
8	El Segundo II (2140) (family)	2140-2144 1/2 E. El Segundo Blvd., Compton 90222	13	CA16P002052	SS5015	1982	1985
8	El Segundo II (2141) (family)	2141-2145 E. El Segundo Blvd., Compton 90222	5	CA16P002061	SS5015	1985	1985
8	9104-18 S. Bandera St. (family)	9104-18 S. Bandera St., Los Angeles, 90002	8	CA16P002080	SS5016	1983	1983
8	1535 E. 83rd Street (family)	1535 E. 83rd St., Los Angeles 90002	2	CA16P002080	SS5017	1985	1985
8	1615-17 E. 87th Street (family)	1615-17 E. 87th St., Los Angeles 90002	4	CA16P002067	SS5018	1982	1985
8	8739 Beach St. (88th & Beach) (family)	8739 Beach St., Los Angeles 90002	4	CA16P002056	SS5019	1982	1985
8	4212-20 E. Addington Street (family)	4212-20 E. Addington St., Compton 90221	3	CA16P002071	SS5020	1982	1984
8	W. Imperial (family)	1221 & 1309 E. Imperial Hwy., Los Angeles 90044	9	CA16P002132	SS5026	1991	1992
8	Athens (family)	1120 W. 107th St., 1310 W. 110th St., & 11104 S. Normandie Ave., Los Angeles 90044	10	CA16P002127	SS5027	1988	1996
8	1527 E. 84th (family)	1527 E. 84th St., Los Angeles 90001	4	CA16P002107	SS5029	1998	1998
8	Jarvis Avenue (family)	12920 Jarvis Ave., Los Angeles 90061	1	CA16P002107	SS5030	1997	1997
8	Woodcrest I (family)	1239 W. 109th St., Los Angeles 90044	10	CA16P002066	SS5003	1983	1984
8	Woodcrest II (family)	1245 W. 109th St., Los Angeles 90044	10	CA16P002090	SS5003	1983	1984
8	1101-09 W. 91st (family)	1101-09 W. 91st St., Los Angeles 90044	16	CA16P002021	SS5006	1965	1983
8	1232-34 E. 119th (family)	1232-34 E. 119th St., Los Angeles 90059	2	CA16P002021	SS5007	1955	1986
8	1231-33 E. 61st (family)	1231-33 E. 61st St., Los Angeles 90001	6	CA16P002021	SS5008	1961	1983
8	1100 W. 106th Street (family)	1100 W. 106th St., Los Angeles 90044	10	CA16P002021	SS5009	1970	1984
8	1104 W. 106th Street (family)	1104 W. 106th St., Los Angeles 90044	10	CA16P002020	SS5009	1970	1984
8	1320 W. 107th (family)	1320 W. 107th St., Los Angeles 90044	18	CA16P002021	SS5010	1970	1984
8	11431-463 S. Normandie (family)	11431-463 S. Normandie Ave., Los Angeles 90047	28	CA16P002020	SS5011	1970	1984
8	1027-33 W. 90th (family)	1027-33 W. 90th St., Los Angeles 90044	6	CA16P002078	SS5014	1983	1986
8	W. 108th Street & Budlong (family)	1334-38 W. 108th St., 9410 & 11126 Budlong Ave., Los Angeles 90044	11	CA16P002079	SS5021	1983	1985
8	W. 94th & 95th Street (family)	1035-37 1/2 W. 94th St. & 1324 W. 95th St., Los Angeles 90044	8	CA16P002060	SS5022	1983	1985
8	W. 105th & 106th (family)	1336-40 W. 105th St. & 1057 W. 106th St., Los Angeles 90044	13	CA16P002124	SS5024	1991	1991
8	Century Wilton (family)	10025 Wilton Place, Los Angeles 90047	40	CA16P002020	SS5025	1965	1984
8	11248 S. Budlong (family)	11248 S. Budlong, Los Angeles 90044	6	CA16P002138	SS5028	1991	1996
8	111th & Firmona	11117 & 11119 Firmona Ave., Lennox 90304	2	Pending	SS5031	1967	2008
8	Linsley	4621 & 4625 Linsley St., Compton 90221	2	CA16P002157	SS5032	1967	2008
	<b>Total Unit Count: South County</b>		<b>498</b>		<b>Admin Project XX0950</b>		

<b>Total Housing Authority-Owned - Conventional</b>	<b>2,962</b>			
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<b>City of Lomita - Conventional</b>	<b>Lomita Manor (senior)</b>	<b>24825 Walnut St., Lomita 90717</b>	<b>78</b>		<b>SS1204</b>	<b>1985</b>	<b>1985</b>
<b>Non-Conventional Housing</b>							
	Kings Road JPA (senior)	800-801 N. Kings Road., West Hollywood 90069	106	122-94014	UU0001	1980	1980
	Lancaster Homes (senior)	711-737 W. Jackman St., Lancaster 93534	120	122-94013	UU0002	1978	1979
	Santa Monica RCHP (family)	1855 9th St., 1450 14th St., & 2006 20th St., Santa Monica 90405	41	80-RHC-008	SS3005	1983	1984
	Villa Nueva RCHP (family)	958-676 S. Ferris Ave., Los Angeles 90022	21	80-RHC-008B	SS4013	1985	1985
	Willowbrook (family)	11718-11740 Willowbrook Ave., Los Angeles 90044	8	CA16-M000-385	SS8001	1975	1990
	Ujima Village (family/senior)	941 E. 126th St., Los Angeles 90059	300	CA16-E000-028	SS8001	1971	1995
<b>Total Number of Units - Non Conventional</b>			<b>596</b>				

<b>Total Number of Units - HM</b>	<b>3,636</b>			
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**Modernization Construction Activity to be completed  
in FY 2008-09**

**FOR YOUR INFORMATION ONLY**

1	106th Street- Fire damage & rehab	
2	1101-1104 W. 106th Street - Drainage project	
3	Arizona & Olympic/-Smoke Detectors	
4	Carmelitos - Replace interior stair treads	
5	Camelitos Senior - Hallway painting and repairing stairs	
6	Carmelitos Senior - Replace carpet	
7	Carmelitos-Replace Gas Lines Phase IV	
8	Foothill Villa - Replace flooring	
9	Francisquito-Replace carpet	
10	Francisquito-Replace smoke detectors/exit signs	
11	Francisquito-Replace windows and blinds	HM
12	Harbor Hills - Remodel kitchens Phase I	
13	Herbert-Fire Alarm	
14	Herbert-Replace carpet	
15	Linsley and Firmona - General rehab.	
16	Marina Manor I & II - Replace elevators	
17	Marina Manor- Install awnings	
18	Marina Manor-Replace smoke detectors & exit signs	
19	McBride-Paint Building exterior	HM
20	Ocean Park-Termite Abatement	HM
21	Palm-Replace smoke detectors	
22	Palm-Upgrade Elevator	
23	Quartz Hill-Replace air conditioners	HM
24	Scattered Sites - Replace gates at 13 sites	
25	South Bay Gardens-Replace Elevator	
26	SSS-CCTV at 4 sites	
27	Sundance Vista - Install irrigation and replace rear yard fencing	
28	Westknoll-Replace smoke detectors	
29	Whittier Manor - Replace stair treads	
30	Whittier Manor-Entry Door Replacement	

**30 Construction Contracts at 33 Housing Developments**

**Modernization Construction Activity anticipated to be completed  
in FY 2009-10**

1	Carmelitos- Parking Lots
2	Carmelitos Senior-ADA Kitchen remodels/smoke detectors
3	Carmelitos-Raised Garden Beds
4	Carmelitos-Resurface Playground
5	Foothill Villa-Elevator Upgrade
6	Foothill Villa-Replace smoke detectors
7	Francisquito Villa - Upgrade elevators
8	Harbor Hills - Remodel kitchens Phase II & III
9	Harbor Hills-Parking Lots
10	Harbor Hills-Resurface Playground
11	Herbert - Upgrade elevator
12	Lomita Manor-Elevator Upgrade
13	Lomita Manor-Replace boilers/trash chutes
14	Lomita Manor-Replace roof
15	Maravilla (Rosas)- Build Bridges to connect buildings
16	Maravilla (Rosas)-Upgrade Elevator
17	Maravilla- Parking Lots
18	Marina Manor I & II - Replace security gates
19	Ocean Park - Replace wall heaters
20	Ocean Park-Remodel kitchens/bathrooms
21	Ocean Park-Repair Stucco
22	Orchard Arms- Replace boilers/copper piping
23	Orchard Arms- Smoke detectors
24	Orchard Arms-Elevator Upgrade
25	Orchard Arms-Repave driveway
26	Quartz Hill-Replace water valves
27	SSS-Vacant Unit Rehab at 4 sites
28	Whittier Manor- Smoke detectors
29	Whittier Manor-Elevator Upgrade
30	Woodcrest-Replace Roof

**Anticipating 30 Construction Contracts at 24 Housing Developments**



## LEGISLATIVE UPDATE

Below please find an update on State and Federal legislative activity of interest to the CDC. Please let me know if you have any questions.

### State Budget

As the Governor prepares to release his revised budget proposal on May 14, Senate President Pro Tem Darrell Steinberg and Assembly Speaker John A. Pérez visited Washington, D.C. last week to ask for aid from congressional officials and the Obama administration. Their goal was to gather federal commitments for \$3-\$4 billion to help make a dent in the State's ongoing economic crisis. The Governor and Legislature are facing a deficit of \$18.6 billion and have already severely cut State services and temporarily raised income, sales, and vehicle taxes. Unfortunately, they may now be looking at cuts to programs they have been trying to avoid, such as healthcare, human services, and education.

### Redevelopment Funding Lawsuit

On April 4, Sacramento Superior Court Judge Lloyd Connelly upheld ABX4 26, the State budget bill passed in July 2009, requiring the shift of \$2.05 billion in redevelopment funds to pay for local schools. He also denied the CDC's request for a stay on the transfer of funds to SERAF on May 10. The CRA's Board of Directors voted unanimously and immediately took action to appeal of the decision. The Board of Supervisors further authorized seeking from the Court of Appeal a temporary stay so that agencies do not have to make payments on May 10. Unfortunately, that appeal was also denied and the CRA had no choice but to advise its Redevelopment Agencies to proceed with making the payment. The CDC will pay \$1,484,153 this year and roughly \$300,000 next. (From CRA Update 5/10/10.)

### Sacramento Trip

Two weeks ago, Sean and I met with our Sacramento legislative representatives to discuss matters of importance to the CDC. We took this opportunity to provide an overview of our agency, as well as discuss crucial matters occurring at the State which would impact our programs. Discussion topics included the need to protect our redevelopment funding, maintaining the structure of the City of Industry Housing funds, and AB 2499 (Portantino), which greatly impacts our Traffic Violator School Monitoring Program.

### Congress

Right now, Wall Street, jobs, and immigration reform are occupying Congress as they prepare for the upcoming primary and general elections. Yet we are still seeing some activity regarding public housing programs, including an interest in funding the National Housing Trust Fund and the Committee mark up of an act focusing on housing preservation and tenant protection. We'll see how much actually gets done before the November elections.

### Congressional Budget

Our Washington, D.C. advocates have reported that House Budget Committee negotiations have continued on the chamber's blueprint for its FFY 2011 spending plan. Discussions have reached an impasse as Budget Committee leaders work to produce adequate savings to satisfy fiscally conservative lawmakers who are pressing for an overall cut to nonsecurity spending of 2 percent each of the next three fiscal years accompanied by a freeze on spending levels across the board for the following two fiscal years. Without an agreement, House leaders would likely look to pass a deeming resolution that would set the FFY 2011 discretionary spending level.

The Senate Budget Committee approved its budget blueprint the week before last, which would freeze nonsecurity spending for three years and reduce the deficit to 3 percent of GDP by FFY 2015. The Senate is expected to consider its version of the measure following consideration of legislation to overhaul the nation's financial regulatory system.

The House and Senate Appropriations Committees have continued hearings last week on the White House's FFY 2011 budget proposal.

IGR will continue to monitor and report on these and any other legislative matters of impact to the CDC.



**HOUSING AUTHORITY  
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • [www.lacdc.org](http://www.lacdc.org)



**Gloria Molina**  
**Mark Ridley-Thomas**  
**Zev Yaroslavsky**  
**Don Knabe**  
**Michael D. Antonovich**  
*Commissioners*

**Sean Rogan**  
*Executive Director*

May 26, 2010

Honorable Housing Commissioners  
Housing Authority of the  
County of Los Angeles  
2 Coral Circle  
Monterey Park, CA 91755  
Dear Commissioners:

**APPROVE TRASH REMOVAL CONTRACT FOR THE MARY B. HENRY COMMUNITY  
CLINIC AND 47 HOUSING AUTHORITY HOUSING DEVELOPMENTS IN  
UNINCORPORATED LOS ANGELES COUNTY  
(ALL DISTRICTS)**

**SUBJECT**

This letter recommends approval of a contract with Apex Waste Systems, Inc. to provide trash removal services to 47 housing developments throughout the County, as well as the Mary B. Henry Community Clinic in unincorporated South Los Angeles.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Recommend that the Board of Commissioners award and authorize the Executive Director to execute and if necessary terminate a one-year contract in the amount of \$318,600 to Apex Waste Systems, Inc. to provide trash removal services at 47 housing developments and the Mary B. Henry Community Clinic, using funds to be requested through the Housing Authority's Fiscal Year 2010–2011 annual budget approval process.
2. Recommend that the Board of Commissioners authorize the Executive Director to execute contract amendments to add or delete sites, modify the scope of work, and increase the compensation by up to \$31,860 for unforeseen needed trash removal services and/or any increases in the Sanitation District's Dumping Fees, using the same source of funds, following approval as to form by County Counsel.

3. Recommend that the Board of Commissioners authorize the Executive Director to execute amendments to the one-year contract, following approval as to form by County Counsel, to extend the term for a maximum of four additional years, in one-year increments, at the same annual amount of \$318,600 plus an escalation percentage equal to the Consumer Price Index (CPI) for the County of Los Angeles determined by the U.S. Bureau of Labor Statistics, but no more than 5% annually, using funds to be requested through the Housing Authority's annual budget approval process.
4. Recommend that the Board of Commissioners find that the approval of the contract is exempt from the California Environmental Quality Act (CEQA) because the services will not have the potential for causing a significant effect on the environment.

#### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of this action is to provide for necessary trash removal services for forty-seven Housing Authority housing developments and the Mary B. Henry Community Clinic.

#### **FISCAL IMPACT/FINANCING**

There is no impact on the County general fund. The maximum amount for all five years of the contract, if fully extended, will be \$1,593,000, excluding CPI increases and contingency monies.

The annual cost of the contract is \$318,600, which will be requested through the Housing Authority's Fiscal Year 2010-2011 annual budget approval process. The \$318,600 is comprised of \$312,840 in Conventional Public Housing Program funds allocated by the U.S. Department of Housing and Urban Development (HUD), \$3,240 in Rental Housing Construction Program (RHCP) revenue allocated by the State of California, \$1,620 in General Fund Bond Fees and \$900 in Commission General Funds.

If extended, the cost of the second through fifth years of the contract will remain at the same annual amount of \$318,600, excluding CPI increases and contingency monies, using funds to be requested through the Housing Authority's annual budget approval process. A 10% contingency in the amount of \$31,860 is also being set aside for any unforeseen project costs, using the same source of funds described above.

## **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The proposed contract with Apex Waste Systems, Inc. provides for regular trash removal services at 47 housing developments and the Mary B. Henry Community Clinic. Pick-up days per week range from one day per week to three days per week depending on the location.

The contract is being federally funded, and is not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, Apex Waste Systems will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

## **ENVIRONMENTAL DOCUMENTATION**

This action is exempt from the provisions of the National Environmental Policy Act pursuant to 24 Code of Federal Regulations, Part 58, Section 58.35 (b)(3) because it involves maintenance activities that will not have a physical impact or result in any physical changes to the environment. The action is exempt from the provisions of CEQA pursuant to State CEQA Guideline 15301 because it involves activities that do not have the potential for causing a significant effect on the environment.

## **CONTRACTING PROCESS**

On February 16, 2010, an Invitation for Bids (IFB) process was initiated to identify contractors to provide trash removal services for the Housing Authority. Notices were mailed to 49 firms identified from the Housing Authority's vendor list. Advertisements also appeared on the County's WebVen and Housing Authority websites. Six bid packages were requested and distributed.

On March 3, 2010, four bids were received and formally opened. The lowest bidder, Apex Waste Systems, Inc., was determined to be responsive and responsible and is being recommended for the contract award.

The Summary of Outreach Activities is provided as Attachment A.

Honorable Housing Commissioners  
May 26, 2010  
Page 4

**IMPACT ON CURRENT PROGRAMS**

The proposed contract will provide necessary trash removal services for 47 of the Housing Authority's housing developments and the Mary B. Henry Community Clinic.

Respectfully submitted,



SEAN ROGAN  
Executive Director

Enclosures

## ATTACHMENT A

### Summary of Outreach Activities

#### Trash Removal Services

On February 16, 2010, the following outreach was initiated to identify Trash Removal Service contractors for the Housing Authority.

A. Announcement

An announcement was posted on the County's WebVen and on the Housing Authority websites.

B. Distribution of Notices

The Housing Authority's vendor list was used to mail out the Invitation for Bids (IFB) notices to 49 trash removal service contractors, of which 18 identified themselves as firms owned by minorities or women (private firms that are 51 percent owned by minorities or women, or publicly owned businesses, in which 51 percent of the stock is held by minorities or women). As a result of the outreach, four bids were received.

As a result of the outreach 33 solicitation packages were downloaded.

C. Bids Results

On March 3, 2010, four bids were received. The bid results are as follows:

<u>Bidders</u>	<u>Bid Amounts</u>
• Apex Waste Systems	\$327,420.00
• Universal Waste Systems	\$327,856.08
• Athens Services	\$344,700.00
• Consolidated Disposal Services	\$382,524.00

The lowest bidder, Apex Waste Systems, Inc., was determined to be the most responsive and responsible and is being recommended for the Contract award.

The \$327,420.00 amount for Apex includes \$8,820 for a Community Development Commission Contract. The Housing Authority Contract would therefore be \$318,600.00.

D. Minority/Women Participation – Selected Agency

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Apex Waste Systems, Inc.	Minority	Total 15 15 Minorities 1 Woman 100% Minority 6% Women

E. Minority/Women Participation – Firms Not Selected

Universal Waste Systems	Non-Minority	Total: 104 87 Minorities 9 Women 84% Minorities 8% Women
Athens Services	Non-Minority	Total: 911 849 Minorities 82 Women 93% Minorities 9% Women
Consolidated Disposal Waste Service, LLC.	Minority	Total: 1025 935 Minorities 145 Women 92% Minorities 15% Women

The Housing Authority conducts ongoing outreach to include minorities and women in the Contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of Contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.



## ATTACHMENT B

### Contract Summary

**Project Name:** TRASH REMOVAL SERVICES  
**Location:** 47 Housing Developments and the Mary B. Henry Community Clinic  
**Number:** CDC10-016  
**Contract Start Date:** July 1, 2010  
**Contractor:** Apex Waste Systems, Inc.  
**Purpose:** The purpose of this contract is to provide regular trash removal services to 47 of the Housing Authority's housing developments and the Mary B. Henry Community Clinic.

**Scope of Work:** See the Attached Contract for the Scope of Work

**Term:** Upon execution, the Contract shall remain in full force until June 30, 2011 unless sooner terminated or extended in writing.

**Option to Renew:** The Housing Authority has the option to renew the Contract for four (4) additional one year terms, unless sooner terminated or extended in writing.

**Performance Review:** A performance review shall be conducted no later than 90 days prior to the end each Contract year. Based on the assessment of the performance review, written notification will be given to the Contractor whether the agreement will be terminated at the end of the current year or will be continued into the next contract year.

**Compensation:** The Contractor shall be paid full compensation for the work required, performed, and accepted, an annual amount of \$318,600. There is also a 10% contingency in the amount of \$31,860.

After the first year, the Housing Authority may extend the Contract for an additional four years, in one-year increments, contingent upon availability of funds. The Housing Authority will use funds to be approved through the annual budget process.



**HOUSING AUTHORITY  
of the County of Los Angeles**

Administrative Office

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**Gloria Molina**  
**Mark Ridley-Thomas**  
**Zev Yaroslavsky**  
**Don Knabe**  
**Michael D. Antonovich**  
*Commissioners*

**Sean Rogan**

*Executive Director*

May 26, 2010

Honorable Housing Commissioners  
Housing Authority of the  
County of Los Angeles  
2 Coral Circle  
Monterey Park, CA 91755

Dear Commissioners:

**AMEND STAFF TRAINING CONTRACTS FOR  
THE HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES  
(ALL DISTRICTS)**

**SUBJECT**

This letter recommends approval of an increase in the contract sum of two Housing Authority Staff Training Contracts with Nan McKay and Associates, Inc. and Quadel Consulting Corporation to provide continued staff training for both the Assisted Housing and Housing Management Divisions of the Housing Authority. The contracts were originally executed on March 1, 2010.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Recommend that the Board of Commissioners approve and authorize the Executive Director to amend Staff Training Contracts with Nan McKay and Associates, Inc. and Quadel Consulting Corporation to increase the annual contract sum from \$50,000 to \$100,000 per contract, using \$50,000 in Capital Fund Program (CFP) Funds and \$50,000 in Housing Choice Voucher (Section 8) Program funds allocated by the U.S. Department of Housing and Urban Development (HUD).
2. Recommend that the Board of Commissioners authorize the Executive Director to execute all necessary administrative amendments to the one-year Contracts and if necessary terminate the Contracts, following approval as to form by County Counsel, to among other things extend the term of the Contracts for a maximum of four additional years, in one-year increments, at the same annual sum of \$100,000 per contract, and to increase the compensation by up to ten percent to



cover any additional unforeseen needed staff training, using funds to be approved through the Housing Authority's annual budget process.

3. Recommend that the Board of Commissioners find that the approval of increases in the contract budgets is not subject to the provisions of the California Environmental Quality Act (CEQA) because the action is not defined as a project under CEQA.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of this action is to increase the contract sum of two Contracts with Nan McKay and Associates, Inc. and Quadel Consulting Corporation to provide staff training for the Assisted Housing and Housing Management Divisions of the Housing Authority. The increased contract sum will allow the Housing Authority to ensure that all newly hired staff receives comprehensive training and current staff receives training on an as-needed basis.

### **FISCAL IMPACT/FINANCING**

There is no impact on the County general fund. For the first year of services under the Contracts, the Housing Authority will use a maximum aggregate of \$100,000 in Capital Fund Program funds and a maximum aggregate amount of \$100,000 in Housing Choice Voucher Program funds included in the Housing Authority's approved supplemental Fiscal Year 2009-2010 budget for this purpose. These funds are allocated by HUD.

After the first year, the Housing Authority may extend each Contract for an additional four years, in one-year increments, at the same maximum aggregate amount of \$200,000 per year, contingent upon the availability of funds. Funds for years two, three, four, and five of the Contracts, if extended, will be included in the Housing Authority's annual budget process. The maximum aggregate amount for all five years of the Contracts, if fully extended, will be \$1,000,000.

A ten percent contingency, in the amount of \$10,000 per Contract per year, is being set aside for any unforeseen needed staff training services.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The Housing Authority currently contracts with Nan McKay and Associates, Inc. and Quadel Consulting Corporation to provide staff training services for the Assisted Housing and Housing Management Divisions. The Contracts were executed on March 1, 2010, and the original Contract amounts were within the signature authority of the Executive Director.

The training services are subject to the requirements of the Greater Avenues for Independence (GAIN) or the General Relief Opportunity for Work (GROW) Programs implemented by the County of Los Angeles. Nan McKay and Associates, Inc. and

Quadel Consulting Corporation have pledged to comply the requirements of the GAIN or and GROW Programs.

### **CONTRACTING PROCESS**

On September 25, 2009, a Request for Proposals (RFP) process was initiated to identify multiple qualified experienced training firms to provide staff training for the Housing Authority. Notices were mailed to 144 firms identified from the Housing Authority's vendor list. Announcements appeared on the County's WebVen website and on the Housing Authority's website. As a result of the outreach, 21 RFP packets were downloaded from the Housing Authority's website.

By the October 21, 2009 proposal due date, five proposals were received. One proposal did not meet the minimum qualifications outlined in the RFP. The remaining four proposals were evaluated according to the informed averaging method of proposal evaluations. The proposals submitted by Nan McKay and Associates, Inc. and Quadel Consulting Corporation met all of the criteria required by the RFP and scored the highest of the four remaining proposals. These two firms were awarded Contracts. Both divisions of the Housing Authority use the firms on an as-needed basis.

The Summary of Outreach Activities is provided as Attachment A.

### **ENVIRONMENTAL DOCUMENTATION**

Pursuant to Title 24 of the Code of Federal Regulations, Section 58.34 (a) (3), this action is exempt from the National Environmental Policy Act (NEPA) because it involves administrative and management activities that will not alter existing environmental conditions. The action is not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378 because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

### **IMPACT ON CURRENT PROJECT**

The Contracts provide training for Housing Authority staff.

Respectfully submitted,



SEAN ROGAN  
Executive Director

Enclosures

## **ATTACHMENT A**

### Summary of Outreach Activities

#### **Housing Authority Staff Training**

On September 25, 2009, a Request for Proposals (RFP) process was initiated to identify multiple qualified experienced Training Consulting Firms for the Housing Authority.

##### **A. Advertising**

Announcements appeared on the Community Development Commission's and the Los Angeles County websites.

##### **B. Distribution of Bid Packages**

The Housing Authority's vendor list was used to mail out RFP Notices to 144 Staff training firms. As a result of the outreach, 94 proposal packages were requested and downloaded from CDC's website.

##### **C. Proposal Results**

By the October 21, 2009 proposal due date, five proposals were received. One proposal did not meet the minimum qualifications outlined in the RFP. The remaining four proposals were evaluated according to the informed averaging method of proposal evaluations. The proposal evaluations results are as follows:

<u>Company</u>	<u>Point Score</u>
1. Housing Agency Procurement Assistance	509
2. Jamie Kinney Consulting	794
3. Nan McKay and Associates	828
4. Quadel Consulting	879

##### **E. Minority/Female Participation – Selected Contractor**

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Nan McKay and Associates, Inc.	Woman Business Enterprise	Total: 52
		10 Minorities
		33 Women
		19% Minorities
		63% Women

Quadel Consulting Corporation	Non-Minority	Total: 374
		264 Minorities
		262 Women
		70% Minorities
		70% Women

F. Minority/Female Participation – Contractors Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Housing Agency Procurement Assistance	Non-Minority	Total 1
		0 Minorities
		0 Women
		0% Minorities
		0% Women
Jamie Kinney Consulting	Woman Business Enterprise	Total: 2
		1 Minority
		1 Woman
		50% Minorities
		50% Women

The Housing Authority conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The award of the Contract was done in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.



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**Michael D. Antonovich**  
*Commissioners*

**Sean Rogan**  
*Executive Director*

May 26, 2010

Honorable Housing Commissioners  
Housing Authority of the  
County of Los Angeles  
2 Coral Circle  
Monterey Park, CA 91755

Dear Commissioners:

**AMENDMENT TO THE SECTION 8 PROGRAM ADMINISTRATIVE PLAN FOR THE  
HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES  
(ALL DISTRICTS)**

**SUBJECT**

This letter recommends approval of an amendment to the Housing Authority's Administrative Plan for Fiscal Year 2010-2011. The amendment will expand the Housing Authority's fair housing policy to allow the Housing Authority to apply for additional Section 8 vouchers for non-elderly disabled individuals and their families.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Recommend that the Board of Commissioners approve the amended Administrative Plan, as required by the U.S. Department of Housing and Urban Development (HUD), to update the Housing Authority's policies in the Section 8 Program Administrative Plan.
2. Recommend that the Board of Commissioners find that the amended Administrative Plan for Fiscal Year 2010-2011 is not subject to the provisions of the California Environmental Quality Act (CEQA) because it will not have the potential for causing a significant effect on the environment.



## **PURPOSE AND JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of this action is to adopt a clear, descriptive fair housing policy for disabled individuals. This amendment is required to apply for additional vouchers for non-elderly disabled individuals and their families. Application for these vouchers reflects the Housing Authority's goals of affirmatively furthering fair housing and expanding housing opportunities for the disabled, as stated in the 2008-2012 Agency Plan, approved by the Board on March 25, 2008, and the 2010 Annual Plan, approved by the Board on March 23, 2010.

## **FISCAL IMPACT/FINANCING**

There is no impact on the County general fund. Operating funds for the Section 8 Program are allocated through the Housing Authority's annual budget process.

## **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

Title 24 of the Code of Federal Regulations, part 982.54, mandates that public housing authorities adopt a written Administrative Plan that establishes policies for the administration of the Section 8 program in accordance with HUD requirements. The Administrative Plan must state Housing Authority policy on matters for which the Housing Authority has discretion to establish policy. The Administrative Plan and any revisions must be formally adopted by the Board. The Administrative Plan was last approved by your Board on March 23, 2010.

The adoption of a clear, descriptive fair housing policy for disabled individuals will meet HUD application requirements for additional vouchers for non-elderly disabled individuals and their families.

The Housing Authority currently states its commitment to adhering to all fair housing laws and does not discriminate against any individual on the basis of race, color, nationality, ethnic origin, sex, religion, creed, age, family status, handicap or disability. The current policy also states that the Housing Authority will provide information to voucher holders regarding discrimination and available recourse, as well as reasonable accommodations to disabled persons.

The fair housing policy will now additionally include: 1) in accordance with the California Fair Employment and Housing Act, protection from discrimination on the basis of sexual orientation, marital status and source of income, in addition the protected classes already included in the Housing Authority's fair housing policy; 2) a non-exclusive list of potential reasonable accommodations; 3) a commitment to maintain accessible offices; 4) a commitment to provide necessary training to staff regarding how to accommodate disabled individuals; and 5) a detailed description of exception payment standards and how and when they may be requested, as well as the process for approval.



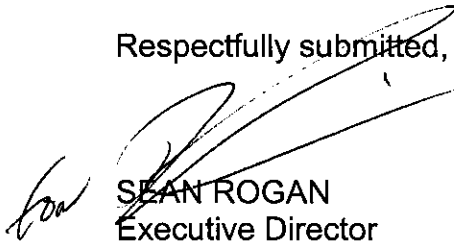
**ENVIRONMENTAL DOCUMENTATION**

These activities are exempt from the provisions of the National Environmental Policy Act (NEPA) pursuant to 24 Code of Federal Regulations, Part 58, Section 58.34 (a)(3), because they involve administrative activities that will not have a physical impact on or result in any physical changes to the environment. The activities are also not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378, because they are not defined as a project under CEQA and do not have the potential for causing a significant effect on the environment.

**IMPACT ON CURRENT PROGRAMS**

There is no significant impact to the Section 8 Program. The proposed amendment will allow the Housing Authority to apply for additional vouchers for non-elderly disabled individuals and their families.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Sean Rogan", is written over the typed name and title.

SEAN ROGAN  
Executive Director



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*Commissioners*

**Sean Rogan**  
*Executive Director*

May 26, 2010

Honorable Housing Commissioners  
Housing Authority of the  
County of Los Angeles  
2 Coral Circle  
Monterey Park, CA 91755

Dear Commissioners:

**APPROVE THE PROCUREMENT AND CONTRACTING POLICIES AND  
PROCEDURES MANUAL FOR THE COMMUNITY DEVELOPMENT COMMISSION  
AND HOUSING AUTHORITY OF THE COUNTY OF LOS ANGELES  
(ALL DISTRICTS)**

**SUBJECT**

This letter recommends approval of the updated Procurement and Contracting Policies and Procedures Manual for the Community Development Commission and Housing Authority.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Recommend that the Board of Commissioners approve the Procurement and Contracting Policies and Procedures Manual for the Community Development Commission and Housing Authority.
2. Recommend that the Board of Commissioners find that approval of the Procurement and Contracting Policies and Procedures Manual is not subject to the provisions of the California Environmental Quality Act (CEQA) because the action will not have the potential for causing a significant effect on the environment.



### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The Community Development Commission (Commission) and the Housing Authority share the same administration and use the same Procurement and Contracting Policies and Procedures Manual (Manual). The policies and procedures contained in the Manual must comply with 24 Code of Federal Regulations (CFR) 85.36, referred to as the "Common Rule", because the majority of Commission and Housing Authority activities are funded by the U.S. Department of Housing and Urban Development (HUD). The Manual also incorporates County procurement and contracting policies to the greatest extent possible, except when in conflict with HUD policy.

An update of the Manual is necessary due to new guidelines issued by HUD. The attached updated Manual incorporates the new provisions contained in HUD Handbook 7460.8 REV 2, Procurement Handbook for Public Housing Agencies. The updated Manual was submitted to HUD and County Counsel for review on April 1, 2010. On April 29, 2010, the Commission and Housing Authority received written confirmation from HUD that the portions of the Manual that are applicable to federal regulations are in compliance with 24 CFR 85.36.

The attached updated Manual has been approved as to form by County Counsel. On May 26, 2010, the Housing Commission recommended approval of the updated Manual. The Manual will be effective July 1, 2010, pending approval by the Board.

### **FISCAL IMPACT/FINANCING**

This action will have no impact on the County general fund.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

As HUD grantees, the Commission and Housing Authority must comply with procurement and contracting regulations and guidelines as set forth in 24 CFR 85.36 and HUD Handbook 7460.8 REV 2. The attached Manual is in compliance with federal requirements.

### **ENVIRONMENTAL DOCUMENTATION**

This action is not subject to the provisions of CEQA pursuant to State CEQA Guidelines 15060(c)(3) and 15378 because it is not defined as a project under CEQA and does not have the potential for causing a significant effect on the environment.

### **IMPACT ON CURRENT SERVICES**

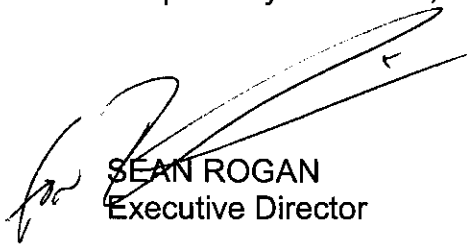
Honorable Housing Commissioners

May 26, 2010

Page 3

The Procurement and Contracting Policies and Procedures Manual provides staff with a concise and practical tool for conducting procurement and contracting activities in compliance with federal and County policies.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'SEAN ROGAN', is written over the printed name and title.

SEAN ROGAN  
Executive Director

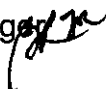
Enclosures

**Community Development Commission**

May 19, 2010

TO: Dorian Jenkins, Assistant Executive Director

Emilio Salas, Director  
Administrative Services Division

FROM: Ben R. Martinez, Manager   
Central Services Unit

**SUBJECT: SUMMARY OF 2010 CHANGES TO PROCUREMENT MANUAL**

Attached is a summary of the changes made to the Commission's Procurement and Contracting Procedures and Policies Manual through May 2010. The updated Procurement Manual includes new HUD guidelines, County/HUD best practices and clarifications of existing procedures. The major areas include:

- **Micro-Purchase Method**
- **Guidelines for Procurement Coordinators and Contract Administrators**
- **Protest Procedure**
- **Small Purchase Method (Request for Quotes RFQ)**

## **SUMMARY OF 2010 CHANGES TO PROCUREMENT MANUAL\*\***

The proposed changes to the Procurement Manual are motivated by a combination of factors, including: 1) new County directives, 2) increase of Executive Director's authority, 4) new HUD guidelines, 5) development of best practices that meet various County/HUD directives, and, 6) expansion and clarification of existing procedures.

### ***\*\*Changed Title to: Procurement & Contracting Policies and Procedures Manual***

- iii. Deleted FAQs
- 1.1 Added discretion for alternative procurement methods when using non-HUD funds.
- 1.2 Clarified use of Central Services Bulletin for communicating incremental changes to the Manual, and documentation of significant updates inside the Manual.
- 2.1 Clarified signature authority for signing contracts; added Procurement Officer's authorization to approve exceptions to procurement rules; added duties of Procurement Coordinators.
- 2.2 Clarified signature authority on procurement documents and raised thresholds for the Executive Director and designated individuals for purchase order requisitions.
- 2.3 Added Disclosure of Confidential Information (2.3.4); Employees selling goods to the Commission (2.3.5); Violation of the Code of Conduct (2.3.6).
- 4.2
  - 4.2.1 Added Micro-purchase method of procurement
  - 4.2.2 Changed thresholds, solicitation requirements, and advertising (posting) requirements for Request for Quotes (RFQ); added Section 3 preference requirements for RFQs.
    - 4.2.3.2 Clarified requirements for content of Notices.
    - 4.2.3.4-5 Clarified requirements on posting Notice and packages.
    - 4.2.3.7 Added informal protest considerations.
    - 4.2.3.9 Clarified which documents must accompany the PO requisition.
    - 4.2.3.10 Added new requirement for attaching Terms & Conditions to all POs.

- 4.3** Clarified requirements when receiving less than 3 bids from an Invitation for Bids (IFB) solicitation; clarified discretion to conduct Pre-Bid meetings, increased dollar threshold to \$100,000.
  - 4.3.1.1 Added budget approval to first step of developing an IFB solicitation.
  - 4.3.1.4 Expanded guidance on establishing timeline for an IFB solicitation.
  - 4.3.1.6 Added direction on printing/distributing solicitation packages.
  - 4.3.1.7 Clarified posting (advertising) requirements for an IFB solicitation.
  - 4.3.1.9 Added requirements for posting addendums to IFB solicitation
  - 4.3.1.10 Added new procedure for printing log of downloaded solicitations.
  - 4.3.1.13 Added process for contacting State Labor Commissioner for LWP solicitations.
  - 4.3.1.14 Added Section 3 preference procedure.
  - 4.3.1.15 Clarified criteria for determining if bid is responsive; added Sec. 3 bid preferences.
  - 4.3.1.16 Added criteria for determination of responsibility.
  - 4.3.1.17 Added procedure for Disqualification Review.
  - 4.3.1.18 Added new Notices for selected and non-selected bidders.
  - 4.3.1.18 Added contract review procedures and Letter of Intent.
  - 4.3.1.19 Added Recommendation of Contract Award memo and letter.
  - 4.3.1.24 Added role of Central Services Procurement Supervisor to the protest process.
  - 4.3.1.20 Clarified which documents must accompany the CO requisition
  - 4.3.1.25 Added final step of completing the procurement documentation file.
- 4.4** Added no requirement for minimum number of proposals received; clarified when information regarding proposals becomes a public document.
  - 4.4.1 Added that RFSQ method may be used for non-HUD funded projects; added use of “short list” process.
  - 4.4.2.2 Changed the standard for scoring Section 3 and Living Wage Program proposals.
  - 4.4.2.4 Clarified the roles of procurement Coordinator, Living Wage Program Coordinator, and Evaluation Committee members in evaluating a proposal; added new procedure for “informed averaging;” clarified the required documentation of the evaluation process.
  - 4.4.3.1 Added budget approval to first step of RFP development process.
  - 4.4.3.4 Added pre-proposal meeting criteria.
  - 4.4.3.5 Added directive to factor in new protest procedures to solicitation timeline.
  - 4.4.3.7 Added direction on printing/distributing solicitation packages.
  - 4.4.3.8 Clarified procedure for posting solicitation packages.

- 4.4.3.10 Added requirements for posting addendums to RFP solicitation.
- 4.4.3.11 Added new procedure for printing log of downloaded solicitations.
- 4.4.3.13 Added Letter to State regarding labor/payroll violations for LWP.
- 4.4.3.14 Added Minimum Requirements pass/fail procedure.
- 4.4.3.15 Added Debarment verification.
- 4.4.3.16 Added procedure for processing Living Wage proposals.
- 4.4.3.17 Added procedure for Disqualification Review.
- 4.4.3.20 Added interview evaluation process.
- 4.4.3.21 Added procedure for implementing "informed averaging."
- 4.4.3.23 Added new Notices for selected and non-selected bidders.
- 4.4.3.24 Added new procedure for Debriefings.
- 4.4.3.25 Added contract review procedures and Letter of Intent.
- 4.4.3.26 Added role of Central Services Procurement Supervisor to the protest process.
- 4.4.3.30 Clarified documents required to be submitted with CO requisition.
- 4.4.3.31 Added final step of completing the procurement documentation file.
- 4.5** Added deadline for submission of emergency memos; added requirement for cost analysis for non-competitive procurement; added County requirement for "Sole Source" procurement and distinction between HUD and County definitions of sole source procurement; added procedure for approval of purchase order without procurement.
  - 4.5.1.5 Added County Sole Source checklist.
  - 4.5.1.9 Added requirement to attach Terms & Conditions to all P.O.s.
- 4.6** Added new requirements for procurement file documentation (table format).
- 5.1** 5.1.2 Added new procedure for the on-line Vendor Registration database and modifications to the solicitation posting requirements.
  - 5.1.3.1 Increased the minimum number of vendors for RFQ solicitations <\$10,000 from 3 to 5 and added requirement that 2 of the 5 must be either woman or minority-owned businesses.
  - 5.1.3.2 Added new requirement of solicitation package posting for >\$10,000 and automatic email notification of vendors.
- 5.2** Eliminated newspaper advertising and expanded instructions for posting solicitations on the CDC and County websites.
  - 5.2.1 Expanded the procedure for authorized staff to post solicitations on the Commission website.



- 5.2.2 Expanded the procedure for authorized staff to post solicitations on the County Webven.
- 5.4 Replaced former Appeal policy with new Protest Policy and Procedures.
- 5.10 Clarified that compliance with Non-Profit Integrity Act is a Minimum Requirement in all solicitation packages.
- 5.11 Expanded Section 3 requirements and application of Section 3 bid preferences.
- 5.12 Updated the Living Wage Program hourly rate requirements.
- 5.13 Added new section on requests for inspection or copies of procurement documents.
- 5.14 Added new section on determination of bidder/proposer responsibility and non-responsibility.
- 5.15 Added new section on prevailing wage requirements.
- 5.16 Added new Property Tax Default Reduction Program requirements.
- 6.1 Added new table comparing the acceptable use of purchase orders versus contracts; added prohibition of retroactive contracts.
- 6.2 Added new section describing contract types, including: standard contracts, construction contracts, intergovernmental agreements, cooperative agreements, emergency performance contracts, miscellaneous non-standard contracts.
- 6.3 Added new section on contract pricing types, including: time/materials, firm fixed price, fixed-price with economic price adjustment, cost reimbursement, and prohibited pricing types.
- 6.4 Clarified that PO funds can only be used for good/services included in solicitation.
  - 6.4.1 Increased the dollar threshold to \$100,000 for purchase orders; added new requirement for PO requestors to attach Terms & Conditions to POs and forward to vendors before services commence.

6.4.2 Increased the dollar threshold to \$100,000 for Blanket Orders; added approval of use of B.O. for services <\$10,000; added prohibition of use of B.O. for construction-related services.

6.4.4 Clarified the procedure for adding up to 25% to a purchase order.

**6.5** Clarified policy for paying off invoice; clarified or added the following exemptions for purchase orders or procurement:

- Admission tickets or registration fees for entertainment venues, *or other activities*, when competitive pricing is not an option.
- Legal services provided by County Counsel (previously all legal services were exempt)
- Banking service fees *only when competitive pricing is not an option*
- Risk Management payments for claims and settlements, including Worker's Comp, first aid, 3<sup>rd</sup> party liability and lawsuits.

**7.0** Added new section on Contract Administration and the duties of Contract Administrators.



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*Commissioners*

**Sean Rogan**  
*Executive Director*

May 26, 2010

Honorable Housing Commissioners  
Housing Authority of the  
County of Los Angeles  
2 Coral Circle  
Monterey Park, CA 91755

Dear Commissioners:

**ADOPT RESOLUTION AUTHORIZING THE REFUNDING OF MULTIFAMILY  
HOUSING MORTGAGE REVENUE BONDS FOR ROWLAND HEIGHTS  
APARTMENTS IN UNINCORPORATED ROWLAND HEIGHTS  
(FOURTH DISTRICT)**

**SUBJECT**

This letter recommends issuance of fixed interest rate Multifamily Housing Mortgage Revenue Refunding Bonds to refund prior variable interest rate bonds and to provide financing for additional rehabilitation for Rowland Heights Apartments, a 144-unit multifamily development located at 1945 Batson Avenue in unincorporated Rowland Heights.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Recommend that the Board of Commissioners adopt and instruct the Chair to sign a resolution authorizing the issuance, sale and delivery of Multifamily Housing Mortgage Revenue Refunding Bonds by the Housing Authority of the County of Los Angeles, as required under Section 147(f) of the Internal Revenue Code of 1986, in an aggregate amount not to exceed \$7,690,000 in tax-exempt and \$2,150,000 in taxable bonds to refund prior bonds and to finance additional rehabilitation of the Rowland Heights Apartments.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The issuance, sale and delivery of Multifamily Housing Mortgage Revenue Refunding Bonds will allow the Rowland Heights Preservation Limited Partnership (Developer) to pay off the existing variable interest rate tax-exempt bonds and replace the expiring letter of credit with fixed interest rate tax-exempt bonds. This action will allow the bonds to continue to qualify for a tax exemption under Section 103 of the Internal Revenue Code of 1986.

### **FISCAL IMPACT/FINANCING**

No County costs will be incurred. The Developer will pay all fees and related costs.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

On August 9, 2000, the Housing Authority issued Multifamily Housing Mortgage Revenue Bonds to finance, acquire, and rehabilitate the Rowland Heights Apartments. This 144-unit multifamily rental housing development has a minimum of 20% of the units set aside for households with incomes up to 50% of the area median income (AMI) for the Los Angeles-Long Beach Statistical Area (MSA), adjusted for family size, as defined by the U.S. Department of Housing Development. The affordability requirements remain in effect for a minimum of 55 years.

The issuance of new tax-exempt bonds in the amount of \$7,690,000 will allow the Developer to pay off the existing variable interest rate bonds and replace the existing letter of credit. A new Tax Equity and Fiscal Responsibility Act (TEFRA) approval is required to extend the maturity from August 1, 2030 to August 1, 2035.

The issuance of new taxable bonds in the amount of \$2,150,000 will allow the Developer to make additional improvements to the property.

On May 21, 2010, the Housing Authority conducted a hearing at its office located at 2 Coral Circle in Monterey Park, regarding the refunding of multifamily bonds for the development, pursuant to Section 147(f) of the Internal Revenue Code. No comments were received at the public hearing concerning the refunding of the bonds or the nature and location of the project.

The attached resolution was prepared by Orrick, Herrington & Sutcliffe, LLP, Housing Authority Bond Counsel, and approved as to form by County Counsel.

### **ENVIRONMENTAL DOCUMENTATION**

This project is exempt from the provisions of CEQA, pursuant to State CEQA Guidelines 15301, because it involves negligible or no expansion of use beyond what currently

exists and does not have the potential for causing a significant effect on the environment.

**IMPACT ON CURRENT PROJECT**

Adoption of the resolution will authorize the issuance of the refunding bonds and enable the Developer to replace the expiring letter of credit and pay off the existing variable interest rate tax-exempt bonds with fixed interest rate tax-exempt bonds. The additional taxable bonds will allow the Developer to make necessary improvements to the property.

Respectfully submitted,

for  
SEAN ROGAN  
Executive Director

Enclosures

## Attachment A

RESOLUTION AUTHORIZING THE ISSUANCE, SALE AND DELIVERY OF MULTIFAMILY HOUSING REVENUE REFUNDING BONDS IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$7,690,000 TO REFUND BONDS ISSUED TO PROVIDE FINANCING FOR A MULTIFAMILY RENTAL HOUSING PROJECT KNOWN AS ROWLAND HEIGHTS APARTMENTS PROJECT AND MULTIFAMILY HOUSING REVENUE BONDS IN AN AGGREGATE PRINCIPAL AMOUNT NOT TO EXCEED \$2,150,000 TO FINANCE ADDITIONAL REHABILITATION OF THE PROJECT, DETERMINING AND PRESCRIBING CERTAIN MATTERS RELATING THERETO, AND APPROVING AND AUTHORIZING THE EXECUTION OF RELATED DOCUMENTS, AGREEMENTS AND ACTIONS.

WHEREAS, The Housing Authority of the County of Los Angeles (the "Authority") is authorized and empowered by the provisions of Section 34312.3 of the Health and Safety Code of the State of California (the "Act") to issue and sell revenue bonds for the purpose of making loans or otherwise providing funds to finance and refinance the acquisition and rehabilitation of multifamily residential rental housing projects, including units for households meeting the income limits set forth in the Act; and

WHEREAS, the Authority previously issued its Multifamily Housing Revenue Bonds (Rowland Heights Apartments) Series 2000A in the aggregate principal amount of \$8,790,000, \$7,690,000 aggregate principal amount of which remain outstanding (the "Prior Bonds"), to finance the acquisition and rehabilitation of a 144-unit multifamily housing project known as "Rowland Heights Apartments" (the "Project"); and

WHEREAS, Rowland Heights Preservation Limited Partnership, a California limited partnership, the owner of the Project, has requested that the Authority issue bonds to refund the Prior Bonds and to provide financing for additional rehabilitation of the Project; and

WHEREAS, there has been prepared and presented to this Board for consideration at this meeting the documentation required for the issuance of bonds to refund the Prior Bonds and to provide financing for additional rehabilitation of the Project; and

WHEREAS, it appears that each of the documents and instruments above referred to which are now before this meeting is in appropriate form and is an appropriate instrument to be executed and delivered for the purposes intended;

NOW, THEREFORE, BE IT RESOLVED, by the Board of Commissioners of the Housing Authority of the County of Los Angeles, as follows:

1. It is hereby found and determined that it is necessary and desirable for the Authority to refund the Prior Bonds and to provide financing for additional rehabilitation of the Project through the issuance and sale of the Bonds (as hereinafter defined).

2. To effectuate the refunding of the Prior Bonds, the Authority hereby determines to issue its Multifamily Housing Revenue Refunding Bonds (Rowland Heights Apartments) 2010 Series A in an aggregate principal amount not to exceed \$7,690,000 (the "2010 Series A Bonds"), and to provide finance for additional rehabilitation of the Project, the Authority, hereby determines to issue its Multifamily Housing Revenue Bonds (Rowland Heights Apartments) 2010 Series A-T in an aggregate principal amount not to exceed \$2,150,000 (collectively with the 2010 Series A Bonds, the "Bonds"). The Bonds shall bear interest at the interest rates set forth in or determined in accordance with a master pledge and assignment (the "Master Pledge and Assignment"), maturing as provided in the Master Pledge and Assignment, but not later than 30 years from the date of issue. The Bonds shall be in substantially the form set forth in the Master Pledge and Assignment, with such appropriate variations, omissions, insertions and provisions as are permitted or required by the Master Pledge and Assignment, which shall be appropriately completed when the Bonds are prepared. The Bonds shall be limited obligations of the Authority payable solely from the revenues, receipts and other moneys pledged therefor under the Master Pledge and Assignment.

3. The Bonds shall be executed on behalf of the Authority by the manual or facsimile signature of the Chair of this Board or the Executive Director of the Authority.

4. The proposed form of Master Pledge and Assignment, in the form presented to this meeting, is hereby approved. The Chair of this Board and the Executive Director of the Authority are each hereby authorized and directed, for and in the name and on behalf of the Authority, to execute and deliver the Master Pledge and Assignment, in substantially said form, with such additions thereto or changes therein as such officer may approve or recommend upon consultation with counsel to the Authority and Bond Counsel to the Authority (provided that such additions or changes shall not authorize an aggregate principal amount of Bonds in excess of the amount stated above or result in an initial interest rate on the Bonds in excess of 9%), the approval of such additions or changes to be evidenced conclusively by the execution and delivery of the Master Pledge and Assignment. The date, maturity dates, interest rate or rates, interest payment dates, denominations, form, registration privileges, manner of execution, place of payment, terms of redemption and other terms of the bonds shall be as provided in the Master Pledge and Assignment as finally executed.

5. The proposed form of Master Agency Agreement (the "Master Agency Agreement"), in the form presented to this meeting, is hereby approved. The Chair of this Board and the Executive Director of the Authority are each hereby authorized and directed, for and in the name and on behalf of the Authority, to execute and deliver the Master Agency Agreement, with such additions or changes in said document as such officer may recommend or approve upon consultation with counsel to the Authority and Bond Counsel to the Authority, the approval of such additions or changes to be evidenced conclusively by the execution and delivery of the Master Agency Agreement.

6. The proposed form of Amended and Restated Regulatory Agreement and Declaration of Restrictive Covenants (the "Regulatory Agreement") in the form presented to this meeting, is hereby approved. The Chair of this Board and the Executive Director of the Authority are each hereby authorized and directed, for and in the name and on behalf of the

Authority, to execute and deliver the Regulatory Agreement, with such additions or changes in said document as such officer may recommend or approve upon consultation with counsel to the Authority and Bond Counsel to the Authority, the approval of such additions or changes to be evidenced conclusively by the execution and delivery of the Regulatory Agreement.

7. This Board hereby appoints the Executive Director of the Authority or his or her Deputy or designee as administrator/manager with respect to the Project and other matters arising in connection with the Bonds (the "Administrator").

8. All consents, approvals, notices, orders, requests and other actions permitted or required by any of the documents authorized by this resolution, whether before or after the issuance of the Bonds, including without limitation any of the foregoing which may be necessary or desirable in connection with any default under or amendment of such documents, any transfer or other disposition of the Project or any redemption of the Bonds, may be given or taken by the Administrator without further authorization by this Board, and the Administrator is hereby authorized and directed to give any such consent, approval, notice, order or request and to take any such action which such officer may deem necessary or desirable to further the purposes of this resolution.

9. All actions heretofore taken by the officers and agents of the Authority with respect to the sale and issuance of the Bonds are hereby approved, confirmed and ratified, and the proper officers of the Authority are hereby authorized and directed, for and in the name and on behalf of the Authority to do any and all things and take any and all actions and execute and deliver any and all certificates, agreements and other documents, including but not limited to those described in the Indenture and the other documents herein approved, which they, or any of them, may deem necessary or advisable in order to consummate the lawful issuance and delivery of the Bonds and the redemption of the Prior Bonds and to effectuate the purposes thereof and of the documents herein approved in accordance with this resolution and resolutions heretofore adopted by the Authority.

10. All resolutions or parts thereto in conflict herewith are, to the extent of such conflict, hereby repealed.



11. This resolution shall take effect upon its adoption.

PASSED AND ADOPTED by the Board of Commissioners of the Housing Authority of the County of Los Angeles, State of California, this \_\_\_\_ day of June, 2010, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

By: \_\_\_\_\_

Chair of the Board  
of Commissioners

ATTEST:

Sachi A. Hamai  
Executive Officer  
of the Board of Commissioners

By: \_\_\_\_\_  
Deputy

APPROVED AS TO FORM:

ANDREA SHERIDAN ORDIN  
County Counsel

By: \_\_\_\_\_  
Deputy



**HOUSING AUTHORITY  
of the County of Los Angeles**

Administrative Office

2 Coral Circle • Monterey Park, CA 91755

323.890.7001 • TTY: 323.838.7449 • [www.lacdc.org](http://www.lacdc.org)



**Gloria Molina**  
**Mark Ridley-Thomas**  
**Zev Yaroslavsky**  
**Don Knabe**  
**Michael D. Antonovich**  
*Commissioners*

**Sean Rogan**  
*Executive Director*

May 26, 2010

Honorable Housing Commissioners  
Housing Authority of the  
County of Los Angeles  
2 Coral Circle  
Monterey Park, CA 91755

Dear Commissioners:

**CONSTRUCTION CONTRACT FOR THE CARMELITOS KITCHENS AND  
BATHROOMS REHABILITATION AND SMOKE DETECTORS  
REPLACEMENT PROJECT  
(FOURTH DISTRICT)**

**SUBJECT**

This letter recommends approval of a construction contract with Dan Contractor for the rehabilitation of kitchens and bathrooms and the replacement of smoke detectors at the Carmelitos housing development in Long Beach.

**IT IS RECOMMENDED THAT YOUR BOARD:**

1. Recommend that the Board of Commissioners award and authorize the Executive Director to execute and if necessary terminate a contract with Dan Contractor to complete interior rehabilitation for the Carmelitos housing development, using \$175,900 in Capital Fund Program (CFP) funds allocated by the U.S. Department of Housing and Urban Development (HUD) and included in the Housing Authority's approved Fiscal Year 2009-10 budget for this purpose.
2. Recommend that the Board of Commissioners authorize the Executive Director to approve contract change orders not to exceed \$35,180 for unforeseen project costs, using the same source of funds.
3. Recommend that the Board of Commissioners find that approval of the contract is exempt from the provisions of the California Environmental



Quality Act (CEQA) because the work includes activities that will not have the potential for causing a significant effect on the environment.

### **PURPOSE/JUSTIFICATION OF RECOMMENDED ACTION**

The purpose of this action is to award a contract for the modernization of 14 kitchens and 4 bathrooms, in 14 senior accessible units at the Carmelitos housing development. Work will include the replacement of kitchen cabinets, countertops, ranges, range hoods, sinks, kitchen fixtures, roll-in showers, bathroom fixtures, toilets, painting, and flooring. Additionally, the contract includes the replacement of old smoke detectors with strobe lighting smoke detectors in 30 family accessible units.

### **FISCAL IMPACT/FINANCING**

There is no impact on the County general fund. The Housing Authority will fund the improvements with \$175,900 in CFP funds allocated by HUD and included in the Housing Authority's approved Fiscal Year 2009-2010 budget.

A 20% contingency, in the amount of \$35,180, is also being set aside for unforeseen costs, using the same source of funds. The contingency is recommended because rehabilitation often requires additional work not included in the original contract amount.

### **FACTS AND PROVISIONS/LEGAL REQUIREMENTS**

The improvements are being federally funded, and are not subject to the requirements of the Greater Avenues for Independence (GAIN) Program or the General Relief Opportunity for Work (GROW) Program implemented by the County of Los Angeles. Instead, Dan Contractor will comply with Section 3 of the Housing and Community Development Act of 1968, as amended, which requires that employment and other economic opportunities generated by certain HUD assistance be directed to low- and very low-income persons, particularly to persons who are recipients of HUD housing assistance.

### **CONTRACTING PROCESS**

On February 3, 2010, the Housing Authority initiated an outreach to identify a contractor to complete the improvements at the subject properties. Invitations for Bids were mailed to all 621 Class B licensed contractors identified from the Housing Authority's vendor list. Advertisements also appeared in eight local newspapers and on the County WebVen website. Forty-four bid packages were requested.

On March 17, 2010, twelve bids were received and formally opened. The two lowest bidders, Beverly Western Interiors and Titanium Construction Group, Inc., withdrew their bids from the bid process. Dan Contractor was determined to be the most responsive and responsible bidder and is being recommended for the contract award. The

Summary of Outreach Activities is provided as Attachment A.

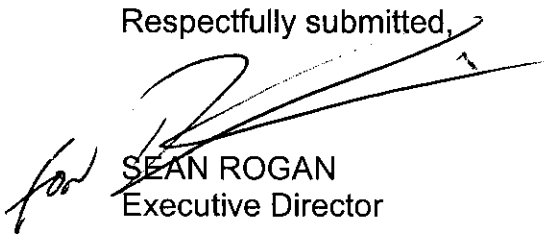
**ENVIRONMENTAL DOCUMENTATION**

Pursuant to Title 24 of the Code of Federal Regulations, Section 58.35 (a)(3)(ii), this action is excluded from the National Environmental Policy Act (NEPA) because it involves activities that will not alter existing environmental conditions. The action is exempt from the provisions of the CEQA pursuant to State CEQA Guidelines Section 15301 because it involves negligible or no expansion of use beyond what currently exists and does not have the potential for causing a significant effect on the environment.

**IMPACT ON CURRENT PROJECT**

The proposed contract will allow the Housing Authority to complete interior improvements at the Carmelitos housing development and continue to provide residents with decent, safe and sanitary living conditions.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'for SEAN ROGAN', is written over the typed name and title.

SEAN ROGAN  
Executive Director

Enclosures

## ATTACHMENT A

### Summary of Outreach Activities

#### Carmelitos Accessible Kitchens and Bathrooms Rehabilitation and Smoke Detectors Replacement Project

On February 3, 2010, the following outreach was initiated to identify a contractor for the interior rehabilitation of units located throughout the Carmelitos housing development located at 761 and 817 Via Carmelitos; 902 – 996 Via Carmelitos; and 700 – 1165 Via Wanda in the City of Long Beach.

#### A. Newspaper Advertising

Announcements appeared in the following eight local newspapers:

Dodge Construction News	Los Angeles Sentinel
Eastern Group Publications	Los Angeles Times
International Daily News	The Daily News
La Opinion	Wave Community Newspapers

An announcement was also posted on the County website.

#### B. Distribution of Bid Packages

The Housing Authority's vendor list was used to mail out Invitations for Bids to 621 B-licensed contractors, of which 526 identified themselves as businesses owned by minorities or women (private firms which are 51 percent owned by minorities or women, or publicly-owned businesses in which 51 percent of the stock is owned by minorities or women). As a result of the outreach, forty-four bid packages were requested.

#### C. Pre-Bid Conference and Site Walk

On February 11, 2010 a mandatory pre-bid conference and site walk was conducted. Twenty-seven firms were in attendance.

#### D. Bid Results

On March 17, 2010, a total of twelve bids were received and publicly opened. The bid result was as follows:

<u>Company</u>	<u>Bid Amount</u>
Beverly Western Interiors	\$ 152,500.00
Titanium Construction Group, Inc.	\$ 156,827.00
Dan Contractor	\$ 175,900.00
NSK Construction	\$ 189,150.00

Corral Construction	\$ 190,769.00
AZ Home, Inc.	\$ 193,370.00
Capital Development, Inc.	\$ 200,000.00
Turn Around Communications, Inc.	\$ 213,300.00
National Electrical Contractors	\$ 224,593.00
C. A. S. General Contractor	\$ 237,205.00
Anderson Group International	\$ 238,625.03
Fine Woodworking By Joe Hodge	\$ 249,832.00

E. Minority/Female Participation – Selected Contractor

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Dan Contractor	Minority	Total: 6 6 Minorities 0 Women 100% Minorities 0% Women

F. Minority/Female Participation – Contractors Not Selected

<u>Name</u>	<u>Ownership</u>	<u>Employees</u>
Beverly Western Interiors	Minority	Total: 11 11 Minorities 0 Women 100% Minority 0% Womaen
Titanium Construction Group, Inc.	Minority	Total: 5 5 Minorities 1 Woman 100% Minority 20% Women
NSK Construction	Non-Minority	Total: 12 5 Minorities 1 Woman 42% Minorities 8% Women

Corral Construction	Minority	Total: 6 6 Minorities 1 Woman 100% Minority 17% Woman
AZ Home, Inc.	Non-Minority	Total: 14 9 Minorities 1 Woman 62% Minority 7% Woman
Capital Development, Inc.	Minority	Total: 9 9 Minorities 1 Woman 100% Minorities 11% Women
Turn Around Communications, Inc.	Non-Minority	Total: 81  66 Minorities 12 Women 81% Minorities 15% Women
National Electrical Contractors	Minority	Total: 12  3 Minorities 3 Women 25% Minority 25% Women
C. A. S. General Contractor	Minority	Total: 4 4 Minorities 0 Women 100% Minority 0% Women
Anderson Group International	Minority	Total: 26  12 Minorities 6 Women 46% Minorities 23% Women

Fine Wood Working by Joe    Minority  
Hodge

Total: 6

4 Minorities  
1 Woman  
67% Minorities  
17% Women

The Housing Authority conducts ongoing outreach to include minorities and women in the contract award process, including: providing information at local and national conferences; conducting seminars for minorities and women regarding programs and services; advertising in newspapers to invite placement on the vendor list; and mailing information to associations representing minorities and women. The above information has been voluntarily provided to the Housing Authority.

The recommended award of the contract is being made in accordance with the Housing Authority's policies and federal regulations, and without regard to race, creed, color, or gender.



### **Contract Summary**

**Project Name:** Carmelitos Accessible Kitchens and Bathrooms Rehabilitation and Smoke Detectors Replacement Project  
**Location:** 761 and 817 Via Carmelitos; 902 – 996 Via Carmelitos; and 700 – 1165 Via Wanda in the City of Long Beach  
**Bid Number:** CDC10-019  
**Bid Date:** March 17, 2010  
**Contractor:** Dan Contractor  
**Services:** The interior rehabilitation of 14 senior accessible units that include the modernization of 14 kitchens and 4 bathrooms. Work will include the replacement of kitchen cabinets, countertops, ranges, range hoods, sinks, kitchen fixtures, roll-in showers, bathroom fixtures, toilets, painting, flooring, and other associated work. Additionally, the Contract will include the replacement of smoke detectors with strobe lighting smoke detectors and other associated work at 30 family accessible units.

**Contract Documents:** Part A – Instructions to Bidders and General Conditions; Part B – Specifications; Part C – Bidder's Documents, Representations, Certifications, Bid, and Other Statements of Bidder; all Addenda to the Contract Documents.

**Time of Commencement and Completion:** The work to be performed under this Contract shall be commenced within ten (10) days after a Notice to Proceed is received by the Contractor, or on the date specified in the Notice, whichever is later, and shall be completed within one hundred and sixty (160) calendar days following the required commencement date.

**Liquidated Damages:** In the event of breach of contract, the Contractor and his/her sureties shall be liable for, and shall pay to the Housing Authority the sum of **Five Hundred Dollars and Zero Cents (\$500.00)** as liquidated damages for each calendar day of delay, until the Work is accepted by the Owner.

**Contract Sum:** The Housing Authority shall pay the Contractor for the performance of the Construction Contract subject to additions and deductions by Change Order(s) as provided in the Contract Documents, in current funds, the sum of **One Hundred Seventy-five Thousand Nine Hundred Dollars (\$175,900)**. The Contract Sum is not subject to escalation, includes all labor and material increases anticipated throughout the duration of this Construction Contract.

**Contract Contingency:** \$35,180

## Carmelitos Accessible Kitchens And Bathrooms Rehabilitation And Smoke Detectors Replacement Project



1. Senior kitchen to be rehabilitated: Replace cabinets, range, countertops, and flooring.



2. Senior kitchen to be rehabilitated: Replace cabinets, range, countertops, and flooring.

## Carmelitos Accessible Kitchens And Bathrooms Rehabilitation And Smoke Detectors Replacement Project



3. Senior kitchen to be rehabilitated: Replace cabinets, range, countertops, and flooring.

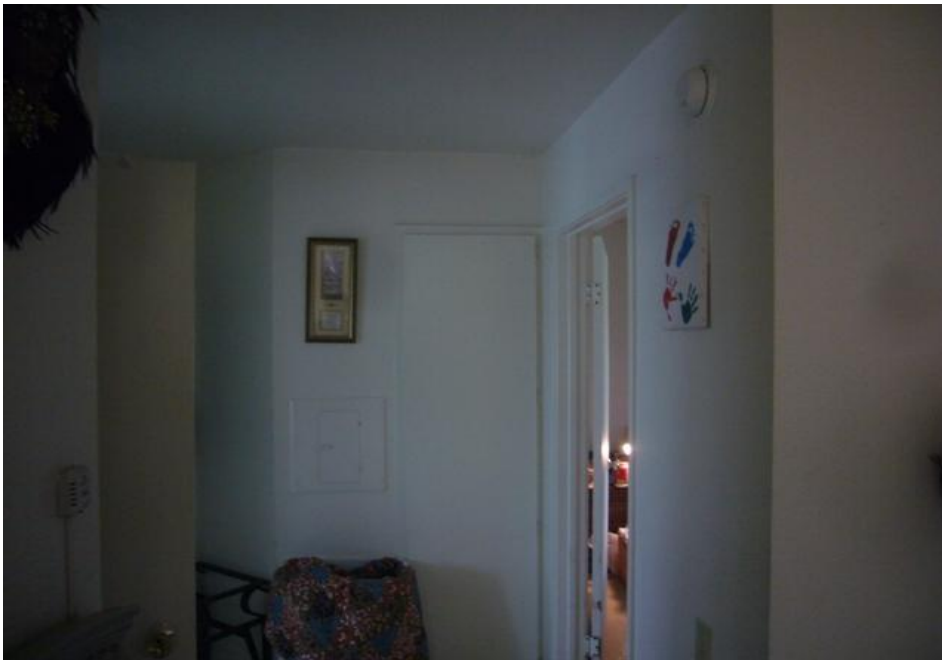


4. Senior kitchen to be rehabilitated: Replace cabinets, range, countertops, and flooring.

## Carmelitos Accessible Kitchens And Bathrooms Rehabilitation And Smoke Detectors Replacement Project



5. Bathrooms will be converted into roll-in showers.



6. Smoke detector replacement.